

## Navigation Committee

### AGENDA

**Thursday 23 February 2017**

**2.00pm**

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1.	<b>To receive apologies for absence</b>	
2.	<b>To note whether any items have been proposed as matters of urgent business</b>	
3.	<b>To receive Declarations of Interest</b>	
4.	<b>Public Question Time</b> To note whether any questions have been raised by members of the public	
5.	<b>To receive and confirm the minutes of the Navigation Committee meeting held on 15 December 2016</b>	3 - 8
6.	<b>Summary of Actions and Outstanding Issues following Discussions at Previous Meetings</b> Report by Administrative Officer (herewith)	11 - 12

### CONSULTATIONS

7.	<b>Broads Plan Review: Final draft for comment – Navigation and Recreation sections</b> Report by Director of Planning and Resources (herewith)	13 - 22
8.	<b>Powerboat Racing</b> Report by Head of Safety Management (herewith)	23 - 26

### UPDATES

9.	<b>River Chet Condition Update including Water Level Monitoring</b> Report by Senior Waterway and Recreation Officer (herewith)	27 - 30
10.	<b>Navigation Income and Expenditure 1 April to 31 December 2016 Actual and 2016/17 Forecast Outturn</b> Report by Head of Finance (herewith)	31 - 41

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11. <b>Construction, Maintenance and Environment Work Programme Progress Update</b> Report by Head of Construction, Maintenance and Environment (herewith)	42 - 45
12. <b>Chief Executive's Report</b> Report (herewith) – For information only	46 - 56
13. <b>Current Issues</b> Open forum	
14. <b>Items for Future Discussion</b>	
15. <b>To note the date of the next meeting – Thursday 20 April 2017 at Yare House, 62-64 Thorpe Road, Norwich commencing at 2.00pm</b>	
16. <b>Exclusion of the Public</b> The Committee is asked to consider excluding the public from the meeting under section 100A of the Local Government Act 1972 for consideration of the item below on the grounds that it involves the likely disclosure of exempt information as defined by Paragraph 3 of Part 1 of Schedule 12A to the Act as amended, and that the public interest in maintaining the exemption outweighs the public benefit in disclosing the information	
17. <b>Appointment to the Navigation Committee</b> Report by Solicitor and Monitoring Officer (herewith)	57 - 70

## **Navigation Committee**

Minutes of the meeting held on 15 December 2016

### **Present:**

Mrs N Talbot (Chairman)

Mr K Allen

Sir Peter Dixon

Mr J Knight

Mr J Ash

Mr A Goodchild

Mr G Munford

Ms L Aspland

Mr M Heron

Mr B Wilkins

### **In Attendance:**

Mr N Catherall – Planning Officer

Mr A Clarke – Senior Waterways and Recreation Officer

Mr A Ellson – Senior Ranger

Ms E Guds – Administrative Officer (Governance)

Mr D Harris – Solicitor and Monitoring Officer

Ms E Krelle – Head of Finance

Mrs A Leeper – Asset Officer

Ms A Long – Director of Planning and Resources

Dr J Packman – Chief Executive

Mr R Rogers – Head of Construction, Maintenance and Environment

Ms C Smith – Head of Planning

Ms T Wakelin – Director of Operations

### **Also Present:**

Prof J A Burgess, Chairman of the Authority

Mr B Dickson – Member

Mrs L Hemsall – Member

### **4/1 To receive apologies for absence**

Apologies for absence were received from Michael Whitaker and Matthew Bradbury.

The Chair announced this would be Trudi Wakelin's last Navigation Committee meeting as she had been offered and accepted a post with the Marine Management Organisation in Newcastle as Director of Licensing. The Chair thanked the Director of Operations for her valuable contribution for nearly twenty years and the Committee applauded her for all her achievements.

### **4/2 To note whether any items have been proposed as matters of urgent business/ Variation in order of items on the agenda**

No items had been proposed as matters of urgent business.

#### **4/3 To receive Declarations of Interest**

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

Arriving just after the meeting had started, Sir Peter Dixon declared his interest later in the meeting, relating to agenda item 4/9 as a Member of the Planning Committee and item 4/12 in regards to Hickling Broad.

#### **4/4 Public Question Time**

No public questions were raised.

#### **4/5 To receive and confirm the minutes of the Navigation Committee meeting held on 27 October 2016**

Some debate about the minutes of the Navigation Committee meeting held on 27 October 2016 was instigated as several Members believed that although the minutes gave a correct record of the outcome, it did not offer a good reflection of the debate which led Members to reach their decisions.

Members were made aware that it was important to achieve a correct balance between recording decisions and producing verbatim notes. An option for discussion could be to have video recorded minutes as was common practice during meetings at the Brecon Beacons National Park.

Members welcomed the idea of audio/video recorded minutes as they believed it would give a positive insight into the debates taking place before coming to a conclusion and so would improve the perception the general public has of the Authority. It was pointed out however that audio/video recorded minutes should not replace written notes but instead should be recognised as a good backup.

Proposed by Linda Aspland and seconded by Alan Goodchild it was

RESOLVED by 9 votes to 1

that the minutes of the meeting held on 27 October 2016 were confirmed as a correct record and signed by the Chairman subject to the following two amendments:

- Minute Present: Mr M Heron (3/1 – 3/7)
- Minute 3/7 Tolls Review 2016, Recommendation 2, Para 6, first line : '*private craft*' should read '*hire craft*'

#### **4/6 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.

Members were informed that an update on Boundary Farm would be provided later on the agenda and that the Authority would continue to work with Norfolk County Council in regards to the waste issue.

There was no further update in regards to water depth signage at Irstead Shoals but it was confirmed that a programme on signage would be organised for the next committee meeting.

Members noted the report.

#### **4/7 Navigation Budget 2017/18 and Financial Strategy to 2019/20**

Members received a report which sought their views on the draft navigation income and expenditure budget for 2017/18, which had been prepared as part of a draft consolidated budget for the Authority. The draft budget was based on the change in the tolls structure formally adopted by the Authority on 18 November 2016 following the recommendations of the Committee.

The Head of Finance took the Members through the report and made them aware of an error in paragraph 4.1 which should read that '*National Park and Navigation had been adjusted from 44/56 to 67/33*'. It was further highlighted that if the reduction of the hire boat income was greater than predicted, the reserves might be lower.

One Member suggested adding an extra column in the Budget Tables to highlight what the budgeted split was for the current year to aid comparison, which the Head of Finance said she would take into consideration.

Some concern was raised regarding the need for smaller boats to have a means of identification so that Rangers could determine whether tolls for those vessels had been received. It was noted that this was under consideration.

It was clarified that the Wet Shed was one of the outbuildings at the Dockyard which was planned to be relocated in accordance with the planning approval.

Members noted the report.

#### **4/8 Asset Management Strategy Buildings and Launches**

Members received a report which set out the progress that officers had made to date in the development of the Asset Management Plan and identified the budgetary provisions which were required in respect of Broads Authority buildings and launch assets.

Some concern was raised in regards to the expenses of the Dockyard. It was queried why a new building acquired such high costs and it was suggested, for the report to be developed for the Broads Authority meeting, to detail the high expenditure involved. It was explained that costs were based on worst case scenarios, including Health and Safety aspects, scaffolding and site maintenance

costs. This included costs of surfacing to the car park, road and riverbank where re-piling was required, but all works would be subject to BA procurement rules.

It was clarified that John Fox Cottage was a listed building which was the former foreman's cottage on the old May Gurney site.

A Member enquired about a tender for the building work for the Dockyard to clarify what costs were involved.

It was confirmed that the property consultancy services contract for the Authority was estimated at £170K over 3 years.

It was agreed that the Asset Officer would develop the report with a plan setting out what was essential maintenance work and what were the remaining costs.

Members noted the report.

*Due to a technical problem which prevented a power point presentation from loading, it was decided to change the running order of the Agenda allowing a member of the ICT team to resolve the issue.*

#### ***Agenda item 4/13 was dealt with at this point***

#### **4/9 Planning Applications with Navigation Implications:**

- (i) BA/2016/0362/FUL - Removal of piling along the left bank of the River Bure at Oby and**
- (ii) BA/2016/0395/FUL - Removal of piling at two sections along the left bank of the River Bure at Oby.**

A planning application (BA/2016/0362/FUL) had been submitted to the Broads Authority for the removal of approximately 99 metres of piling immediately south of the entrance to Boundary Farm Staithe. The plans showed that the river bank would be re-graded with the rond planted with reed rhizomes to encourage growth. The land would be used for fishing from the bank, by the landowner

A further planning application (BA/2016/0395/FUL) had also been submitted to the Broads Authority for the removal of approximately 142m of piling immediately north of the entrance to Boundary Farm Staithe and a further section measuring 146m to the immediate south of the area identified in BA/2016/0362 above. The plans showed that the river bank would be re-graded so that the riverbank edge would form a reeded rond to encourage growth.

Whilst the application had originally proposed a simple graded bank, with no mooring provision, Members were updated that the Authority had come to an agreement with the landowner for pontoons to be installed as they would be able to pull back the bank by 2 metres, allowing space for the pontoons without impacting on the width of the navigation channel. It was confirmed that the pontoons allowing public moorings would cover a stretch of around 200 metres.

In addition the landowner had offered to provide litter facilities and the Authority had offered to cover the cost of rubbish collection from two bins on the river bank at the moorings. The costs would be looked at by officers.

One Member was concerned that the pontoons and moored boats would take up more than 2 metres and therefore enquired whether there was a chance of pulling back the river bank for more than 2 metres. Officers agreed to ask whether this could be done.

A number of Members pointed out that this stretch of the river was one of the busiest waterways on the Broads and an important location for organized events, including the annual regatta in May. Members agreed that moorings here were crucial, and therefore welcomed the planning application allowing pontoons for public use.

There was some concern about funding the works as it was expected that the cost for the pontoons would be quite considerable and no provision had been made within the budget. The Chief Executive however indicated that a range of solutions would be investigated.

Members noted the report.

**4/10 Planning Applications with Navigation Implications: C37 Upton Dyke to allow removal of piling and realignment of floodbank close to existing culvert - Application ref BA2016/0422/COND**

Members were provided with a report on Broadland Environmental Services Ltd (BESLs) application that sought to vary the existing planning permission for piling removal on a short section of Upton dyke (18 metres in length). This was adjacent to an existing culvert, and proposed the removal of the piling as the culvert was now to be removed. It concluded that the proposed change to the approved scheme should safeguard and enhance navigation interests (subject to the imposition of the same planning conditions imposed on consent BA/2015/0364/FUL).

Members supported the proposed additional 18 metres of work which would increase width and improve navigation and noted the report.

**4/11 Navigation Income and Expenditure 1 April – 31 August 2016 Actual and 2016/17 Forecast Outturn**

Members received a report which provided them with details of the actual navigation income and expenditure for the seven month period to 31 October 2016, and provided a forecast of the projected expenditure at the end of the financial year (31 March 2017).

Members also received a verbal update on the latest figures as at the end of November. The total variance in table 1 had now moved to a favourable variance of £99,394.

Members noted the report.

#### **4/12 Construction, Maintenance and Environment Work Programme Progress Update**

The Committee received a report which set out the progress made in the delivery of the 2016/17 Construction, Maintenance and Environment Section work programme.

The report included a draft five years dredging programme and attention was drawn to the locations and projected timings of the dredging works shown in Appendix 2.

Members were updated on the progress of the CANAPE bid to deliver the Hickling vision and were informed how Area F as shown in the Appendix would offer sediment disposal opportunities. It was pointed out that the Authority was already committed to the 2017/18 Navigation Dredging Programme but that work in 2019/20 could be re-designed to incorporate CANAPE work if the bid was successful.

Members noted the report.

#### **4/13 Chief Executive's Report - *This item was considered following item 4/8***

Members were informed that there had been significant interest from applicants in the vacancy on the Navigation Committee. An interview date had been confirmed for 1 March 2017.

When it was queried whether it was necessary for the appointment to be for a two year term, officers agreed to review the process.

An extensive discussion followed in relation to the Tolls Review 2016 and the tolls for passengers' vessels as it became apparent that there was uncertainty amongst the Members about what had been agreed at the Broads Authority meeting. Members accepted that while Navigation Committee had considered the charges it had perhaps not given it the consideration it deserved and had not made any comments on the passenger tolls.

One member stated he didn't believe that the Broads Authority minutes reflected the action he voted for and that his recollection of the outcome was a proposal that the Chief Executive was given delegated powers to review the passenger boats with the Tolls Review Group (TRG) and redistribute a relative small amount across the Hire Fleet including the Day Boats.

Others were disappointed that the TRG after further consideration had not recommended a change in the level of tolls for the passenger boats and did not provide a detailed explanation of how they had come to this decision. It was explained that the TRG had resolved not to debate the impacts on individual



operators but rather examine the principles, however it was agreed that all Members should see the correspondence of the TRG that supported the decision to remain with the proposed structure of the passenger boat toll for 2017.

Some Members felt strongly the process had not been explained clearly enough and suggested that the outcome in regards to the passenger boats should be reconsidered.

Others believed that in spite of the confusion it should be recognised that the TRG had carried out extensive work for twelve months and reviewed a range of options that were considered extensively. A Member suggested to accept the TRG's recommendations as they stood but to seek redistribution across the hire fleet for the following year.

Therefore after careful consideration it was proposed by John Ash and seconded by Alan Goodchild and

RESOLVED by 6 votes to 3 and 1 abstention

that the Navigation Committee accepts the position of the Tolls Review Group on Passenger Boat tolls for 2017 and that it is reviewed as part of the 2019 evaluation of the new structure for collecting tolls.

#### **4/14 Current Issues**

A Member enquired about the Network Rail Whole Life Strategy for bridges and was advised that this had been delayed by Network Rail but would be brought to a future meeting when available.

#### **4/15 Items for future discussion**

No items for future discussion were identified.

#### **4/16 To note the date of the next meeting**

The next meeting of the Committee would be held on Thursday 23 February 2017 at Yare House, 62-64 Thorpe Road, Norwich commencing at 2pm.

The meeting concluded at 4.32 pm

Chairman

**APPENDIX 1**

## Code of Conduct for Members

**Declaration of Interests**

Committee: Navigation Committee

Date of Meeting: 15 December 2016

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
James Knight	7 - 8	Hire Boat Operator, Toll Payer, Director of business with land holdings	
Brian Wilkins	7	NSBA Chairman, Toll Payer, various sailing clubs and organisations	
Greg Munford	7	Toll Payer, Chairman BMBS and BT, Employee HBO	
Nicky Talbot	7	Toll Payer, Member of NSBA and NBYC	
Max Heron	7 5-14 general	Toll Payer, Landowner, Member of British Rowing, NRC, NSBA, RCC, Chair Whitlingham Boathouses	
Matthew Bradbury	7	Toll Payer, BCU Member	
John Ash	7	Toll Payer, Chairman and Director of WYCCT,	
Kelvin Allen	7	Officer BASG	
Alan Goodchild	7,8,9	Chairman MBCM, Wingtask 1995 Ltd, MD Goodchild Marine, Toll Payer	
Linda Aspland	7, 8 in particular	Hunter fleet, Toll payer, NBYC Committee, local resident	

**Navigation Committee**

23 February 2017

Agenda Item No 6

**Summary of Actions and Outstanding Issues Following Discussions at Previous Meetings**

Report by Administrative Officer

<b>Date of Meeting and Minute No</b>	<b>Discussion</b>	<b>Responsible Person</b>	<b>Summary of Actions and Outstanding Issues</b>
10 December 2015 Minute 3/11 <b>Review of Waste Facilities</b>	The Committee agreed that apart from monitoring the position regarding waste facilities, further action was needed	Director of Operations	At the meeting on 30 September the Broads Authority adopted the draft waste policy as supported by the Navigation Committee and the agreed actions. Officers are working with County/ District Councils accordingly and attended a Norfolk Waste Partnership on 14 <sup>th</sup> November to discuss progress. Proposed options for waste provision are still being discussed with parish councils.
15 December 2016 Minute 4/6 <b>Summary of Actions and Outstanding Issues following Discussions at Previous Meetings</b>	A programme to be provided for water depth signage at Irstead Shoals.	Head of CME	The Rivers Engineer has designed a sign and draft wording placed upon it. The sign & wording is being consulted upon and once interested parties are in agreeance the signage will be erected. This is expected to be in place prior to the start of the season. (updated 7/02/17)
15 December 2016 Minute 4/7 <b>Navigation Budget 2017/18 and Financial Strategy to 2019/20</b>	To consider the need for smaller boats to have a means of identification so that Rangers could	Collector of Tolls /Senior Ranger	The Display of Registration Marks leaflet has been updated to reflect the advice given to toll payers during the 2016/17 season.

<b>Date of Meeting and Minute No</b>	<b>Discussion</b>	<b>Responsible Person</b>	<b>Summary of Actions and Outstanding Issues</b>
	determine whether tolls for those vessels had been received.		
15 December 2016 Minute 4/9 <b>Planning Applications with Navigation Implications: BA/2016/0362/FUL</b>	A range of solutions to be investigated in regards to funding the pontoons at Boundary Farm.	Head of Finance / Director of Operations	There will be a verbal update at the meeting.
15 December 2016 Minute 4/13 <b>Chief Executive Report</b>	It was agreed that all Members should see the correspondence of the TRG that supported the decision to remain with the proposed structure of the passenger boat toll for 2017.	Chief Executive	A copy of the email trail from the TRG group has been circulated to Members on 9 January 2017.

**Broads Plan Review:**  
**Final draft for comment – Navigation and Recreation sections**  
Report by Director of Planning and Resources and Strategy and Projects Officer

**Summary:** The Broads Plan is the key strategic management plan for the Broads. The current Plan was adopted in May 2011, and its review is identified as a Strategic Priority for the Broads Authority in 2015/16. It is anticipated that the final Broads Plan 2017-22 will be adopted at the Broads Authority meeting in March 2017.

The Authority consulted on a first draft Plan in Spring 2016, and a revised draft Plan in Autumn 2016. This report introduces the Navigation and Recreation sections of the final draft Plan.

**Recommendations:**

Members' views are invited on the Navigation and Recreation sections of the final draft Plan.

## **1 Introduction**

- 1.1 This report sets out progress on the Broads Plan review, being carried out during 2015-17. It is anticipated a revised Plan will be adopted in March 2017.
- 1.2 Members are aware that the Broads Plan is for the Broads, not just for the Broads Authority. As such, while the Broads Authority is responsible for its production, the successful delivery of the Plan depends on a shared vision and commitment to partnership working and on the best use of shared resources. The involvement of partners, key stakeholders and local communities is also a key part of the plan review process.
- 1.3 The Broads Plan review began in 2015. It included a Broads Authority and Navigation Committee Member Workshop on 7 October, followed by workshops with the Broads Forum on 5 November and the Broads Local Access Forum on 9 December. Focused sessions on the Plan were held with the Broadland Catchment Partnership, the Broads Conservation Partnership and the Broads Climate Partnership.
- 1.4 A first draft Broads Plan 2017-22 was approved for public consultation by the Authority in January 2016 and was consulted on from February–April 2016. All responses received during that period were considered and a revised draft plan was published for consultation during October-December 2016. The final Plan is now being prepared for submission to the Authority in March 2017.

## **2 Strategy Production**

- 2.1 The Broads Plan is not intended to be a comprehensive list of all the work that may be undertaken in the Broads. It is a high level strategy to address priority issues that have been identified by the Authority and its partners and on which they will commit time and resources over the lifetime of the next Plan (2017-22). The aims and actions in the Plan will guide a range of lower level strategies, plans and programmes to be carried out by Plan partners.
- 2.3 The Navigation and Recreation sections of the final draft Plan are attached (Appendix A), and Members' views are invited.

## **3 Timetable**

- 3.1 As a statutory plan, the Broads Plan review is subject to public consultation, Sustainability Appraisal/ Strategic Environmental Assessment (SA/SEA) and Habitats Regulation Assessment (HRA). The milestones for the production of the revised Plan are identified in the Strategic Priorities reported to Broads Authority Members at each meeting.
- 3.2 The final draft Plan will be submitted to the Broads Authority on 24 March 2017, with a recommendation that it be adopted, and implemented from April 2017.

Background papers: None

Authors: Andrea Long  
Date of report: 23 February 2017

Broads Plan Objectives: All

Appendix: APPENDIX A – Final draft Broads Plan 2017 - Navigation and Recreation sections

## Extracts from revised draft Broads Plan 2017: Navigation and recreation sections

## C. Maintaining and enhancing the navigation

**Context**

The Broads is an extensive and varied inland waterway system, offering 200km of boating on lock-free, meandering tidal rivers. The Broads Authority's executive area (Map 1) comprises approximately 1974ha of water space and 63 open water bodies, covering 843 ha. The navigation reaches from the quiet headwaters of the rivers Bure, Ant and Waveney to the bustling urban centre of Norwich and the coastal resorts of Great Yarmouth and Lowestoft.

As the harbour and navigation authority, the Broads Authority is responsible for maintaining the navigation area. Its powers include health and safety provisions, dredging, management of vegetation, clearance of wrecks and other hazards, maintaining the network of free 24-hour moorings and providing a ranger service. It also has a duty to sign and mark the waterways. Sediment management guidelines, agreed cutting prescriptions, water space management plans and environmental standard operating procedures all help to maintain the navigation, while also protecting and conserving the unique and important water plant communities, and providing refuge and food for fish and birds.

Dredging is carried out to provide reasonable depths for safe navigation, and to help restore degraded or shallowing water bodies. It also helps improve water quality by removing excess nutrients in the mud, reducing turbidity and creating depth for aquatic plants to flourish and stabilise the bed, and providing greater capacity for water storage. Dredging the waterways and disposing of dredged material is the largest navigation maintenance cost to the Authority. The current budgeted target to remove 50,000m<sup>3</sup> of material per year, twice the estimated sediment input, is making a positive but limited impact on the backlog in the system (calculated at 1.04million m<sup>3</sup> in 2016).

A whole catchment approach to sediment management is being used to reduce the amount of sediment entering the system from higher up the Broadland rivers catchment, as well as removing it from the Broads waterways. River bank erosion is a key sediment source, caused by wind, tidal action and boat induced waves and feral geese. Land use and soil and vegetation type on riverbanks and uplands are also contributory factors, with headwaters contributing around 50% of sediment inputs. Finding ways to dispose of dredged material is a constant challenge. Many historically available sediment disposal sites are protected under European legislation, and opportunities for using adjacent land have been very limited in recent years. We will continue to seek sustainable and innovative approaches to managing dredged material, taking account of its value for agriculture, habitat creation and flood protection, and reusing it beneficially wherever possible. Considerable advances were made through the recent EU-funded PRISMA<sup>1</sup> project. This supported the trialling of sustainable dredging techniques, pioneering methods for the reuse of dredged material in island and habitat recreation schemes, and investment in new dredging plant and equipment. Building on this success, the Authority and its partners are pursuing external funding to carry out more projects with multiple benefits for navigation, conservation and recreation.

<sup>1</sup> PRISMA: Promoting Integrated Sediment Management project, 2011-14

Thriving aquatic plants are part of a healthy ecosystem, and certain species are protected under the EU Habitats Directive and the Wildlife and Countryside Act 1981 (as amended). Recent years have seen increasing plant abundance in the Broadland rivers, particularly in the upper reaches, in smaller isolated broads and in sites away from the navigable system, while plants in the larger broads connected to the river system are typically slower to respond to improving water quality. In a connected waterways network like the Broads, the cost and effort of tackling the spread of certain aquatic invasive non-native species, such as floating pennywort and the 'killer shrimp' (*Dikerogammarus villosus*), is a huge and ongoing challenge. Practical work tends to be focused on preventing the arrival of new species, and controlling established species that have significant impacts on either the use of navigational and recreational waterways, or the conservation interest of key sites.

Opening up new areas of navigable water space may help to reduce potential conflicts between different user groups, improve safety and ease pressure on busy areas. Opportunities to do this have been very limited in recent years, tempered by voluntary restrictions to certain areas of the water space that provide key refuges for wildlife, by other environmental or land ownership issues, and by a lack of resources. However, an audit of existing and potential new navigation water space is planned, and schemes and agreements will be developed where opportunities arise.

Safe, responsible behaviour on the waterways, and the technical safety of boats, are managed day-to-day through the Authority's Ranger Service. The Rangers are supported by byelaws, codes of conduct and good practice campaigns, such as Super Safety Days and the 'Wear It' lifejacket campaign. Safety standards on the waterways are high, although speeding, and people falling while getting on and off boats, are commonly reported problems. The Authority, emergency services and Coastguard work closely together to respond to incidents. Local policing partnerships also promote a proactive approach to reducing marine crime, such as the theft of outboard motors.

### Long-term aim for the navigation

The historic and present importance of the Broads' waterways for navigation, biodiversity and recreation is recognised and valued. The navigation and associated riverside facilities and infrastructure are maintained and enhanced, offering opportunities for people of all ages and abilities to access and enjoy the water space.

The variety and intensity of waterborne activities across the system are managed carefully to maximise safe enjoyment, minimise conflict between different users, and ease pressure on busy or vulnerable areas. Opportunities to expand and extend the navigable water space are pursued, consistent with nature conservation interests and water resource management. Sediment is managed to provide necessary depths for boating, with dredged material reused or disposed of in environmentally and economically sustainable ways. Sediment loss from agricultural land and bank erosion is minimal, with sustainable natural and constructed solutions used to protect the more vulnerable stretches of waterways. Bankside vegetation and water plants are managed in ways that keep waterways open to navigation, do not impact on the ecological or archaeological integrity of sites, and provide for appropriate recreation. Restrictions on navigation due to bridges is minimised and mitigated wherever possible.



**Aspiration 3** Apply a catchment-scale approach to reduce sediment input and the sediment backlog, and sustainably reuse or dispose of dredged material

Focus: Removing sediment from the Broads system and accelerating sediment removal				
Ref	Strategic actions	Key outputs by 2022 / [lead delivery and reporting partners]	Resources	Indicators
3.1	Implement dredging regimes in accordance with defined waterways specifications and seek resources / legislation to accelerate removal of sediment in the Broads system	· Annual dredging programme implemented in in accordance with defined waterways specifications and agreed targets <b>[BA]</b>	BA	Vol. sediment removed (min 50,000m <sup>3</sup> pa); % compliance with waterways specifications
		· Additional resources supporting sustainable sediment management; appropriate inland waterways legislation and good practice for dredging and disposal processes developed, in place and shared <b>[BA, AINA, MMO]</b>	Additional resources required	Secured additional funding; Up-to-date legislation and guidance
Focus: Disposing of sediment and reducing sediment input through catchment-wide erosion reduction measures				
Ref	Strategic action	Key outputs by 2022 / [lead delivery and reporting partners]	Resources	Indicators
3.2	Implement plans and good practice guidance to reduce soil erosion into the waterways, manage areas lost or vulnerable to erosion, and dispose of dredged material in sustainable and beneficial ways	· Best practice land management techniques to reduce erosion promoted and in place, e.g. increased cover crops, buffers and sustainable drainage, riparian fencing, soil organic improvements, soil compaction reduction [NE, EA, BCP, NRT, county FWAGs]; Up-to-date environmental good practice guidance promoted to recreational users [AINA, BA, BC, NSBA]	Funded schemes (CS, CSF, CFE, WSF), partners	SSSI condition assessments, WFD EC status, CFE records
		· Stretches of lost or eroded river bank/island identified and prioritised; land protection, creation and restoration strategies in place, using innovative sediment reuse techniques where possible <b>[BA as lead/facilitator, partners]</b> Key project: Formal partnership agreement and feasibility study/work plan in place for long-term management of River Chet (true left bank) to maintain access to navigation and Wherryman’s Way <b>[BA, NCC, SNC, EA, NE]</b>	Partners; additional resources required	TBC - Measures of land lost or new areas created  Condition status of Chet true left bank
		· Strategic approach taken to identify sustainable options for additional dredging disposal sites/capacity as part of Broads-wide network, also seeking environmental gains, and appropriate permissions and resources secured <b>[BA]</b>	BA; additional resources required	

**Aspiration 4** Maintain a safe, open navigation and reduce pressures on busy or vulnerable areas

Focus: Maintaining, extending and expanding navigable water space for recreation, consistent with conservation interests and flood risk management				
Ref	Strategic action	Key outputs by 2022 / [lead delivery and reporting partners]	Resources	Indicators
4.1	Maintain existing navigation water space and develop appropriate opportunities to expand or extend access for various types of craft	· Audit of existing and potential new navigation water space completed; schemes and agreements developed to enhance water space access, consistent with nature conservation interests and flood risk management; access to closed broads dealt with on basis of current legal advice, and opportunities created to negotiate increased access [BA, landowners]	Partners	Broads IAS action plan targets
		· Increased use of River Yare for commercial transport promoted, with waterways specifications adopted and delivered as required [BA, Norwich CC, GYBC]	Partners	
		· Delivery Plan developed for refurbishment/replacement of Somerleyton and Reedham swing bridges, including secured funding and agreed design and mitigation measures [NR, BA]	Network Rail CP6 Delivery Plan	NR CP6 Delivery Plan schedule met
Focus: Maintaining and improving management of aquatic plants and riverside trees and scrub				
Ref	Strategic action	Key outputs by 2022 / [lead delivery and reporting partners]	Resources	Indicators
4.2	Carry out appropriate aquatic plant cutting and tree and scrub management programmes and seek resources to increase operational targets	· Annual tree and scrub management regimes carried out in accordance with agreed navigation and other criteria, using priority mapping; improved level of operations in place through BA Area Ranger Team strategies for partnership working [BA, community groups, landowners]; Annual regimes for aquatic plant cutting in navigation channels carried out in accordance with agreed criteria [BA]	BA; additional resources required	Length of riverbank and navigation channels meeting agreed criteria  Annual plant monitoring data
Focus: Maintaining, improving and promoting safe behaviour on the waterways				
Ref	Strategic action	Key outputs by 2022 / [lead delivery and reporting partners]	Resources	Indicators
4.3	Implement, promote and monitor measures to maintain and improve safety and security for the navigation and boats	· Boat safety measures in operation, incl. up-to-date Safety Management System and Boat Safety Scheme; Hire Boat Code part 2 transferred to local licence conditions; Temporal or spatial zoning agreements/ protocols and pilot schemes in effect as required for water sport activities and events, incl. water skiing, wakeboarding, power boat racing and competitive rowing [BA]	BA	BSS compliance/ PMSC external audit (safety levels within ALARP region)

		<ul style="list-style-type: none"> <li>Navigation patrolling maintained; recreational user safety and security promotional events and guidance made available; up-to-date navigation infrastructure inspection and maintenance regimes in place and completed to agreed annual schedules [BA, NC, SC, NWSF]</li> </ul>	BA, NC, SC	NPA (BA) indicators and targets
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## F. Offering distinctive recreational experiences

### Context

The Broads is part of the family of UK National Parks and attracts more than seven million visitors a year. Popular recreational pastimes include boating, walking, angling, cycling, wildlife watching, photography, and visiting historic and cultural assets such as mills and churches. The area has more than 200km of inland navigable, lock-free waterways and 303km of public rights of way, including three county long distance trails and part of the national England Coast Path trail. The surrounding Norfolk and Suffolk coast, and urban centres that include Norwich, Great Yarmouth and Lowestoft, also provide a variety of opportunities for open access and recreation.

There are more than 11,000 licensed boats using the Broads, most privately owned, in all sizes and types from small canoes and rowing boats to large motor cruisers and commercial passenger vessels. The hire boat industry, while experiencing a gradual decline in boat numbers since 2010, remains a significant part of the Broads economy. Diversification and improvements in environmental and quality standards, largely in response to changes in traditional holiday patterns and visitor needs, have been crucial to its ongoing survival. Over the past five years, there has been an increasing trend within both hire and private fleets towards bigger boats, particularly motor boats. Conversely, canoeing and rowing are increasingly popular, with the BA boat census recording a rise in small boat movements of around 60% since 2010. Sailing for pleasure, including competitive racing, has been part of the way of life in the Broads since the 19<sup>th</sup> century, and remains integral to the landscape. These activities are in keeping with the philosophy of quiet recreation, and they rely on good access to and onto the water, shore side facilities, and an emphasis on attracting young and new users to waterways activities.

Angling is another major contributor to the local and regional economy, and the Broads offers some of the best coarse fishing in England. Key areas of focus in the Broads Angling Strategy (2013) are fisheries management and ecology, access to the water's edge, information and environmental education, and urban fishery development. Taking the strategy forward will require new sources of funding and strong partnership working between the Environment Agency, Broads Angling Strategy Group and other interests. Wildfowling and other field sports also make a contribution to recreation, conservation and land management in the Broads.

Land-based recreation ranges from the passive, such as sitting at a riverside viewing point, to more active pursuits such as cycling or horse riding, and visiting local amenities and sites of interest. Recent visitor surveys confirm that walking is an extremely popular activity, and the area benefits from circular walks and from long distance trails including the Angles Way, Weavers Way and Wherryman's Way. Recent additions to the Norfolk/England Coast Path have brought a National Trail to the Broads for the first time. However, significant reductions in local authority budgets in recent years are having an impact on rights of way

and footpath maintenance programmes.

The appeal of the local wildlife, notably birds, is seen as highly relevant to boosting visitor demand throughout the year, and access to core areas is provided by a range of organisations and individuals. There is a need to resolve the potential conflict between visitor activity that could damage fragile habitats or disturb wildlife, and opportunities to access and appreciate these special places. The lack of visibility of the water and wetland to land-based visitors sometimes means that visitors do not experience the true essence of the Broads, and the rivers and extensive drainage channels can mean long diversions to reach crossing points such as bridges and ferries. Proposals for creating and improving physical access to and around the Broads, linked to destination points, services and sustainable transport, have been identified following an audit of existing resources. Implementing many of these projects, both for moorings and for land access, depends significantly on gaining realistic landowner agreements, and on having sufficient resources to complete the projects and maintain the overall network in the longer term.

### Long-term aim for recreation

The value of the Broads as a place for escape, adventure, enjoyment, inspiration and reflection for people of all ages and abilities is recognised and treasured. The area continues to offer a wide range of high quality, distinctive and memorable activities and events on water and on land, in suitable locations and in harmony with the special status and qualities of the Broads National Park and its communities. The long-standing tradition of boating remains integral to the Broads recreational offer, alongside other popular pursuits of angling, walking, cycling and experiencing the rich natural and cultural assets of this wetland landscape. Year-round tourism is managed at environmentally and socially sustainable levels, contributing to a thriving local economy and secure employment base and meeting green tourism business standards. Physical access on land and between land and water is managed sensitively to maximise the social, educational and health benefits of open space to all, while ensuring the resource itself is not degraded. Where possible, improvements have been made to the network, connectivity and use of access routes, linked to visitor destination points and sustainable transport.

### Aspiration 7 Provide opportunities for distinctive recreational experiences in harmony with the special qualities of the area

#### Focus: Maintaining and enhancing the integrated physical access network to and around the Broads and between land and water, linked to visitor facilities

Ref	Strategic actions	Key outputs by 2022 / [lead delivery and reporting partners]	Resources	Indicators
7.1	Develop and implement schemes to upgrade and improve the network of physical access points and routes, where adverse	· Audit of land access to Broads viewpoints completed (access from moorings to facilities, services and public transport links, and across rivers and to/alongside water, access for people with mobility and sensory needs); projects for improved/new access developed [BA, NCC, SCC, RWSP]	Partners; additional resources required	Broads IAS targets NCC ROWIP targets

	effects can be prevented, linked to visitor facilities and including access for people with mobility and sensory needs	Improved and new small craft launch facilities in place, linked to craft hire points and published trails [ <b>BA</b> , boat hire operators]; existing BA 24-hour free mooring network maintained and new moorings/ stopping points (incl. wild/ quiet moorings and commercial moorings) in place at priority locations [ <b>BA</b> ]	BA; additional resources required	BA maintenance & repair /10-yr repiling targets / Broads IAS targets
		<ul style="list-style-type: none"> <li>County Cycling and Walking Action Plans and initiatives implemented and new /upgraded priority cycle routes and cycle hire provision developed, incl. Three Rivers Way cycle route and Norfolk Trails [<b>NCC, SCC, BA, RSPB/SE</b>]; Improved, safe circular horse riding routes identified, implemented and promoted through County Rights of Way Improvement Plans (ROWIPs) and Broads Integrated Access Strategy (IAS) [<b>NCC, BA</b>]</li> </ul>	LAs, partners; Partnership schemes, incl. RSPB Active in Nature Project	NCC ROWIP targets Coastal path sections completed by 2020 Broads IAS targets, RWS action plan targets
		<ul style="list-style-type: none"> <li>River Wensum Strategy implemented to improve access and facilities to and along-side river (incl. new moorings, small craft launch facilities and footpath improvements linking Norfolk Trails through Norwich to the Broads) [<b>Norwich CC, BA, EA</b>]</li> </ul>		
		<ul style="list-style-type: none"> <li>Physical access projects implemented under Broads Landscape Partnership Scheme Programme 2: Exploring the Landscape, incl. landscape/mills trail and access improvements to Weavers Way and Wherryman's Way [<b>Broads LPS Board</b> and LPS delivery partners]</li> </ul>	LPS partners; HLF funding secured	Broads LPS target data for HLF
7.2	Implement measures to improve the network provision of riverside facilities, incl. refuse and recycling services, electric power points, water and pump out	<ul style="list-style-type: none"> <li>Working agreements established and strategic network of refuse and recycling facilities in place across the Broads [<b>BA, LAs</b>, local industry]; network of solar and electric boat charging points maintained and extended [<b>BA</b>]</li> </ul>		
<b>Focus: Coordinating and implementing a year-round programme of activities and events relating to Broads themes, products and places</b>				
Ref	Strategic actions	Key outputs by 2022 / [lead delivery and reporting partners]	Resources	Indicators
7.3	Maintain, develop and promote a coordinated and year-round programme of activities to engage the public, and to support local community needs, taking measures to prevent any adverse effects from such	<ul style="list-style-type: none"> <li>Broads presence promoted through annual and year-round programme of events, incl. Broads Outdoor Festival, Outdoors in the Broads, Walkability, Royal Norfolk Show, community festivals and seasonal events [<b>BT, BA, DMOs, NGOs</b>]</li> </ul>	Partners; additional resources required	Number and spread of events; visitor attendance at targeted events
		<ul style="list-style-type: none"> <li>Water-based opportunities promoted to land-based recreational users (incl. boat trips and day boat hire) and vice versa (incl. walking and cycling offer); high profile wildlife experience/ cultural heritage/dark skies itineraries, events and packages created and promoted, linking into nearby coastal, city</li> </ul>	Partners, New Anglia LEP	Boat trip numbers; boat movements (BA census) Number of new

	activities	and town visitor offers <b>[BT, BA, HBOs, TBs, WCOs, LAs, NGOs]</b>		itineraries / packages, Number of visitors to target sites
		<ul style="list-style-type: none"> <li>Recreational activities implemented under (a) Broads Landscape Partnership Scheme Programmes 1-6, in particular 'Gateways to the Broads' and 'Going the Extra Mile' <b>[Broads LPS Board]</b> and LPS delivery partners] and (b) Hoveton Wetland Restoration Project <b>[NE]</b></li> </ul>	(a) HLF funding secured (b) funding secured	Broads LPS target data for HLF Hoveton project targets
7.4	Implement Broads Angling Strategy action plan through partnership working and securing of additional resources	<ul style="list-style-type: none"> <li>Secured additional resources and partnership agreements in place and Broads Angling Strategy Action Plan 2017/18 onward implemented <b>[EA, BAT, BASG, community groups]</b></li> </ul>	EA; additional resources required	Broads Angling Strategy targets

**Powerboat Racing**  
Report by Head of Safety Management

<p><b>Summary:</b> This report outlines the background to powerboat racing on Oulton Broad. Members' comments are sought on the conclusions as set out in section 5.1.</p>
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**1 Background**

- 1.1 The Broads Authority is obliged by the Port Marine Safety Code to undertake risk assessments of all boating activities and marine operations which take place on its waters, and to ensure that risks associated with any activity are managed so that they are as low as reasonably practicable. The Formal Safety Assessment (FSA) identified powerboat racing on Oulton Broad as being a priority for more detailed consideration. The recommendations for powerboat racing included considering the closure of the broad during racing events and ensuring that there is an adequate exclusion area and good buffer zone around the race circuit.
- 1.2 The Authority has continued to work closely with the Lowestoft and Oulton Broad Motor Boat Club (LOBMBC), Sentinel Leisure Trust (SLT) and the Royal Yachting Association (RYA) on the Management Plan, including the risk assessment and operating procedures.
- 1.3 The Management Plan continues to deliver success in the safe management of powerboat racing.

**2 Annual Review – 2016**

- 2.1 There were eight incidents recorded for the 2016 season this was an increase on the previous year. All incidents were reviewed and both officers and the RYA were content with the findings and mitigation measures currently in place.
- 2.2 The risk assessment has been reviewed and it was agreed that no further changes are currently required although LOBMBC is to re-format the risk assessment into a more useable format. A copy of the final risk assessment will be reviewed with the club.

- 2.3 As a result no further changes are necessary to the Management Plan of powerboat racing for the 2017 racing season. The Broads Authority will continue to work with Oulton Broad harbour master, and the powerboat club to ensure that two patrols are provided to ensure safe transit of the broad for other users during powerboat racing events and continue where necessary to restrict boat movements while a race is being undertaken.

### **3 Fixture List for 2017 LOBMBC Powerboat Racing Season**

- 3.1 On an annual basis the Club requests permission from the Broads Authority for 20 race dates per season. A Notice to Mariners is published in the local press and a notice is prominently displayed at the Club and the Oulton Broad Yacht Station, which specifies the purpose for which the powers of the closure are to be exercised, and the relevant dates.
- 3.2 Table 1 below shows the breakdown of requested days/dates from 2005 to 2017.

	No. of Thursday evenings	No. of Saturdays	No. of Sundays	No. of Mondays	TOTAL
2005 Season	15	0	2	3	20
2006 Season	15	0	2	3	20
2007 Season	14	1	3*	2	20
2008 Season	15	0	2	3	20
2009 Season	15	0	2	3	20
2010 Season	15	0	2	3	20
2011 Season	15	0	2	3	20
2012 Season	15	0	2	3	20
2013 Season	15	0	2	3	20
2014 Season	15	0	2	3	20
2015 Season	15	0	2	3	20
2016 Season	15	0	2	3	20
2017 Season	15	0	2	3	20

\* Increased under special request in order to host OSY400 world championships

- 3.3 The dates for all proposed events have been circulated to all parties concerned by the club and to date no objections have been raised. The Boat Safety Management Group was consulted on the proposed 2016 fixture list and no objections were raised. The requested dates for the 2017 season are shown in Appendix 1 and members' views are sought on the proposed programme.

### **4 Financial Implications**

- 4.1 In order to verify the number of race craft taking part at each event, the local Ranger will visit the clubhouse to log the number of race craft tolls due at each event. For the 2017 season, LOBMBC will continue to make all payments of the current racing craft toll of £5.05 for each boat racing during each racing fixture. As long as the LOBMBC continues to provide safety



patrolling cover it will not need to contribute to the cost of the Broads Authority launch and ranger.

## **5 Conclusion**

5.1 In conclusion this report seeks the views of the committee on the following:

- (i) the management of powerboat racing on Oulton Broad; and
- (ii) the fixture list for the 2017 season.

Background papers:	Nil
Author:	Steve Birtles
Date of report:	24 <sup>th</sup> January 2017
Broads Plan Ref	NA4.2
Appendices	APPENDIX 1 – Fixture dates for 2017

## Lowestoft & Oulton Broad Motor Boat Club

### Proposed Fixture List for 2017 Powerboat racing season

Thursday	20 April	6.00pm
Thursday	27 April	6.00pm
Monday	1 May	12.00 noon
Thursday	11 May	6.00pm
Thursday	18 May	6.00pm
Sunday	28 May	12.00 noon
Monday	29 May	12.00 noon
Thursday	8 June	6.00pm
Thursday	15 June	6.00pm
Thursday	22 June	6.00pm
Thursday	29 June	6.00pm
Thursday	6 July	6.00pm
Thursday	13 July	6.00pm
Thursday	20 July	6.00pm
Thursday	27 July	6.00pm
Thursday	3 August	5.30pm
Thursday	10 August	5.30pm
Thursday	17 August	5.30pm
Monday	28 August	4.00pm
Sunday	3 September	12.00 noon

**River Chet Condition Update Including Water Level Monitoring**  
Report by Senior Waterways and Recreation Officer

**Summary:** This report provides members with an update on the condition of the true left bank of the River Chet and the results of water level monitoring that the Broads Authority has been carrying out since May 2016. The report also outlines the latest position regarding the proposed removal of the navigation channel markers that were installed between Chet Mouth and Hardley Wherry Staithe after flood defence works were completed on the banks of the river.

**1 Introduction**

- 1.1 Members will recall that at the meeting of the Navigation Committee on the 8<sup>th</sup> of September 2016 a report was presented on the condition of the true left bank of the River Chet and a number of other issues regarding the River Chet including the management of the Wherryman's Way, the hydrology of the River and the fact that 37 channel markers are positioned in the river between Hardley Wherry Staithe and Chet Mouth.
- 1.2 This report gives members an update on the position regarding these matters.

**2 The Wherryman's Way Footpath on the True Left Bank of River Chet at Hardley Flood**

- 2.1 As indicated in the report considered by members at the Navigation Committee on the 8<sup>th</sup> of September the County Council has closed the Wherryman's Way at Hardley Flood under a Traffic Regulation Order (TRO) rather than extinguishing the public footpath on the bank. Having adopted this approach the County Council is now seeking to commission hydraulic modelling to assess the likely impacts of a range of potential future scenarios for the future management of the bank.
- 2.2 The Broads Authority has provided a brief for the hydraulic modelling that is required and Broadland Environmental Services Ltd (BESL) has been asked to provide a quotation for the costs of the modelling work. Once the quotation is received the County Council has undertaken to convene a meeting of the public authorities with an interest in the Chet to discuss the funding of the study.
- 2.3 Aside from assessing the feasibility of reopening the footpath the study is also required so the public authorities can have a full understanding of the potential effects of various management scenarios for the bank on water levels, flows and velocities in the river and Hardley Flood and importantly to

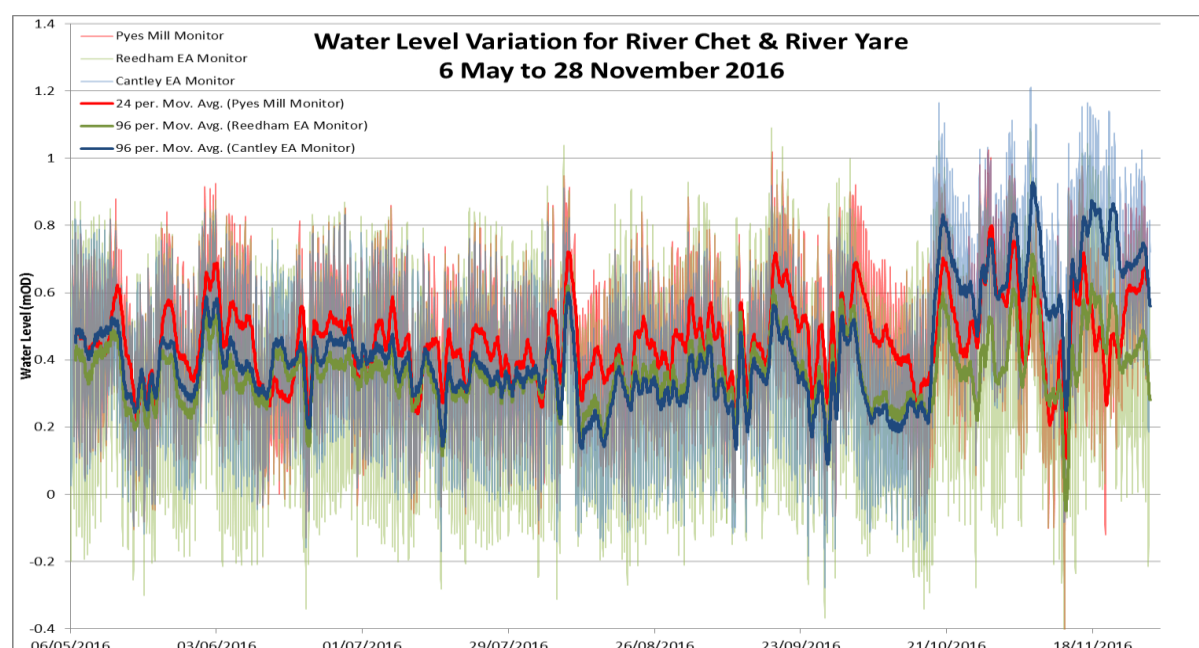
assess the likelihood of adverse impacts on the Hardley Flood SSSI, hydrology and navigation occurring in the future.

- 2.4 In the meantime the Broads Authority has carried out the first of two seasons of programmed tree and scrub clearance work on the bank which was jointly funded by Norfolk County Council. This work removed trees at risk of collapsing and creating new weak points on the bank and cleared scrub on the front face of the bank to encourage reed growth. An additional benefit of the work is that it has cleared sections of the bank that require strengthening. This will allow the Authority to reuse sediment dredged from the river in operations programmed to take place over the next three years to bulk up the bank at low and narrow sections.

### 3 Water Level Monitoring Data

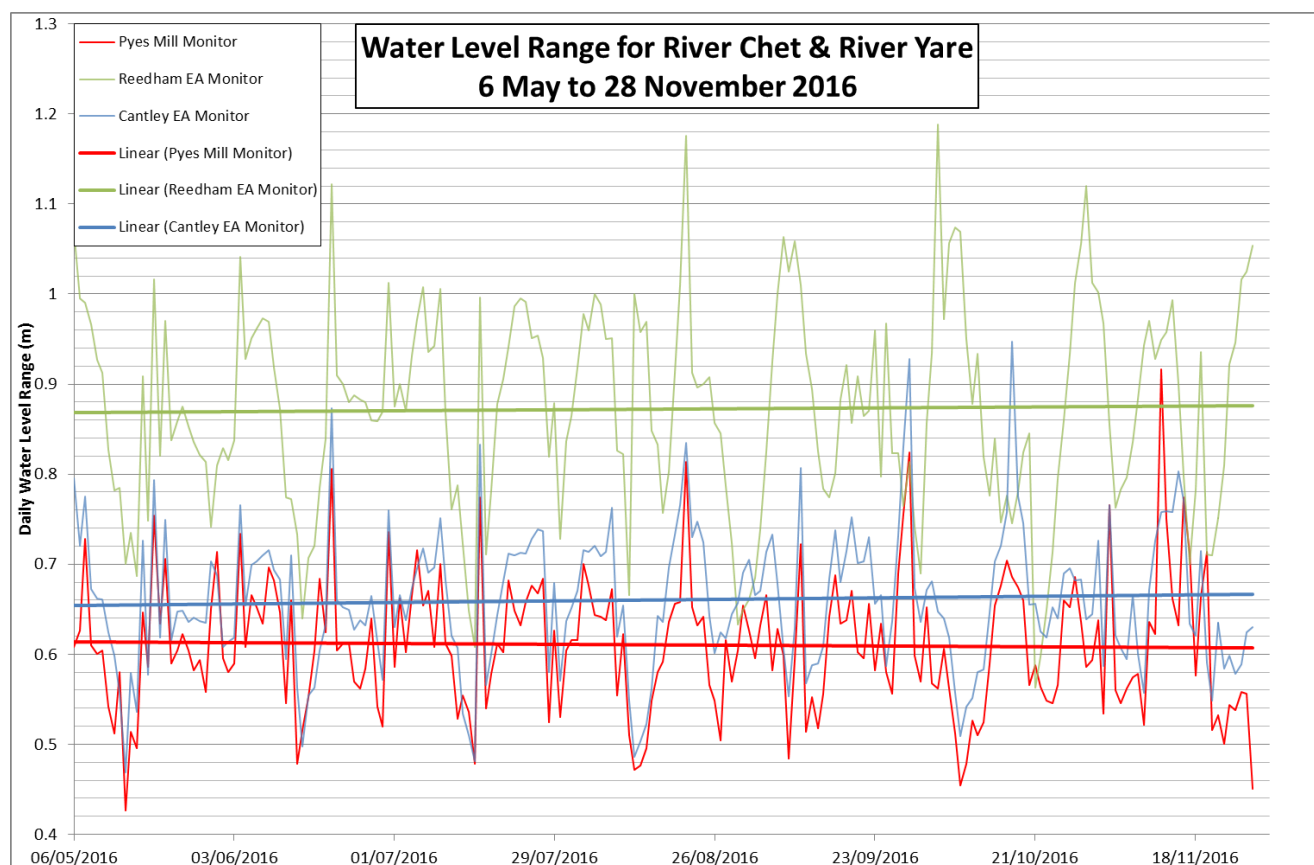
- 3.1 Members will recall that officers had been presented with anecdotal evidence from local businesses that the deterioration of the bank was having an adverse impact on tidal flow and water levels upstream of Hardley Flood. The Authority has therefore been monitoring water levels on the Chet at Pye's Mill between 6<sup>th</sup> May 2016 and 28<sup>th</sup> November 2016. Water levels have been recorded using a Solist Levellogger and the data has been compared to Environment Agency water level data from monitors at Reedham and Cantley on the River Yare.
- 3.2 It is clear from the data that water levels at Loddon are following a typical tidal cycle of highs and lows. All the monitoring locations show a broadly similar pattern of water level variation. The daily average water levels at Cantley and Reedham are very similar (typically within 50mm) while at Pye's Mill the daily average water level is often slightly higher. Figure 1 shows the water level variation graph with a bold trend line for each site.

Figure 1



3.3 The monitoring has also compared tidal range at Pye's Mill, Reedham and Cantley. From the data it is clear that tidal range at Reedham is greatest which is to be expected as it is the monitoring site closest to the sea. Tidal variation at Cantley is similar to that on the Chet at Pye's Mill although as indicated in paragraph 3.2 above the average water level at Pye's Mill is often slightly higher. The daily range at Pye's Mill is typically about 50mm smaller than that at Cantley. From analysis of the data it is clear that the pattern of change in tidal range at Cantley and Pye's Mill was a close match throughout the majority of the monitoring period. The range at Reedham was also very similar to that at Cantley and Pye's Mill between May and October but after October the range did not trend so closely. This is likely to be due to a calibration issue with the Reedham monitor. Figure 2 shows a comparison of the tidal range data from the three monitors used.

Figure 2



3.4 From the analysis of the data we can conclude that the tidal range and water levels in the Chet respond to tidal influence in a broadly similar manner to the sites monitored on the River Yare and officers do not therefore currently have concerns about water levels upstream of Hardley Flood.

## **4 Channel Marker Posts**

- 4.1 At the meeting of the Navigation Committee on the 8<sup>th</sup> of September members supported the removal of the steel channel marker posts that were installed to mark the channel after the completion of flood defence works on the River Chet. Since then officers have been in discussion with the Environment Agency and BESL regarding the removal of the posts and the costs of the necessary work.
- 4.2 At a recent meeting it has been agreed that the Environment Agency will contribute 50% of the costs of the work. At the moment the exact costs are unknown as the methodology for the removal of the posts has not been decided on. The Authority is therefore proposing to carry out a test removal in summer 2017 when it will have dredging equipment near the mouth of the River Chet. This will determine whether the operation can be carried out from the bank or whether floating plant and additional specialist equipment will be required. The main works have been programmed for the period between November 2017 and January 2018 to minimise impacts on navigation. On completion of the works the Broads Authority will invoice the Environment Agency for 50% of the costs.

## **5 Conclusions**

- 5.1 Good progress has been made on each of the issues outlined in this report. The approach advocated by the Authority for the Wherryman's Way has been accepted by the County Council and officers are now working with the County Council in partnership on tree works and to procure the study required to inform an options appraisal for the future management of the bank. As regards current navigation management the tree clearance works already carried out and future dredging operations will also benefit navigation by maintaining the required Sediment Management Strategy Waterway Specification depths. Additionally the ability to side cast dredged sediment will assist in future bank works. Finally officers have had a positive meeting with BESL regarding the removal of the channel marker posts and have received some helpful advice regarding the methodology for the proposed works.

Background paper:	None
Report author:	Adrian Clarke
Date of report:	10 February 2017
Broads Plan Objectives:	TR1/ TR3/ NA4
Appendices:	None

**Navigation Income and Expenditure:  
1 April to 31 December 2016 Actual and 2016/17 Forecast Outturn  
Report by Head of Finance**

**Summary:** This report provides the Committee with details of the actual navigation income and expenditure for the nine month period to 31 December 2016, and provides a forecast of the projected expenditure at the end of the financial year (31 March 2017).

## 1 Introduction

- 1.1 This report provides a summary of the Income and Expenditure for the Navigation Budget up until 31 December. It includes 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 31 December 2016

	<b>Profiled Latest Available Budget</b>	<b>Actual Income and Expenditure</b>	<b>Actual Variance</b>
Income	(3,101,833)	(3,072,225)	- 29,607
Operations	1,750,231	1,607,611	+ 142,620
Planning and Resources	572,776	553,811	+ 18,965
Chief Executive	119,689	128,719	- 9,030
Projects, Corporate Items and Contributions from Earmarked Reserves	(105,005)	(72,303)	- 32,702
<b>Net (Surplus) / Deficit</b>	<b>(764,141)</b>	<b>(854,387)</b>	<b>+ 90,245</b>

- 2.1 Core navigation income is behind the profiled budget at the end of month nine. The overall position as at 31 December 2016 is a favourable variance of £90,245 or 11.81% difference from the profiled LAB. This is principally due to:
- An overall adverse variance of £30,817 within toll income:
    - Hire Craft Tolls £25,158 below the profiled budget.
    - Private Craft Tolls £3,314 above the profiled budget.
  - An underspend within Operations budgets relating to:
    - Water Management is under profile by £14,842 due to timing differences on the Hickling project.

- Practical Maintenance is under profile by £111,684 due to timing differences on the Cockshoot re-piling.
- An underspend within Planning and Resources budgets relating to small variances within a number of budgets.

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 2016/17. 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

	<b>Ref</b>	<b>£</b>
Original navigation budget 2016/17 (surplus)	Item 12 18/03/16	(16,160)
Approved carry-forwards from 2015/16	Item 13 13/05/16	181
Virement from OMA/SPS to ASS/DVM to cover admin restructure	CEO approved	(2,129)
Correct allocation of Rivers Engineer	-	20,502
<b>LAB at 31 December 2016</b>		<b>2,394</b>

3.2 The LAB therefore provides for a navigation deficit of £2,394 in 2016/17 as at 31 December 2016.

### 4 Overview of Forecast Outturn 2016/17

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 December 2016, the forecast outturn indicates:

- The total forecast income is £3,094,804, or £25,035 less than the LAB.
- Total expenditure is forecast to be £3,109,606.
- The resulting deficit for the year is forecast to be £14,802.

4.3 The forecast outturn expenditure reflects the following changes from the LAB as shown in Table 3. The forecast deficit represents an adverse variance of £12,408 against the LAB.



Table 3 – Adjustments to Forecast Outturn

	£
Forecast outturn deficit per LAB	2,394
Adjustments previously reported 15/12/16	11,330
Increase to Private Craft Toll income	(832)
Increase to Asset Management Income	(4,100)
Decrease to Collection of Toll Expenditure following refund of faulty toll plaques	(4,000)
Decrease to Planning and Resources Expenditure	(2,490)
Increase to Legal Expenditure	12,500
<b>Forecast outturn deficit as at 31 December 2016</b>	<b>14,802</b>

- 4.4 The main reason for the difference between the forecast outturn and the LAB is the reduction in toll income which has been offset by savings in other budgets.

## 5 Reserves

Table 4 – Navigation Earmarked Reserves

	Balance at 1 April 2016	In-year movements	Current reserve balance
	£	£	£
Property	(283,309)	(31,500)	(314,809)
Plant, Vessels and Equipment	(283,108)	11,857	(271,250)
Premises	(98,908)	(6,475)	(105,382)
<b>Total</b>	<b>(665,324)</b>	<b>(26,117)</b>	<b>(691,441)</b>

- 5.1 Items funded from the Plant, Vessel and Equipment include; the final instalments on the launch fit out, the 3<sup>rd</sup> Wherry, the linkflotes deposit, the second hand weed harvester and a replacement vehicle. Income from the sale of the Chet launch has also been credited to the reserve. The Premises reserve has funded the Dockyard old workshop refurbishment.

## 6 Summary

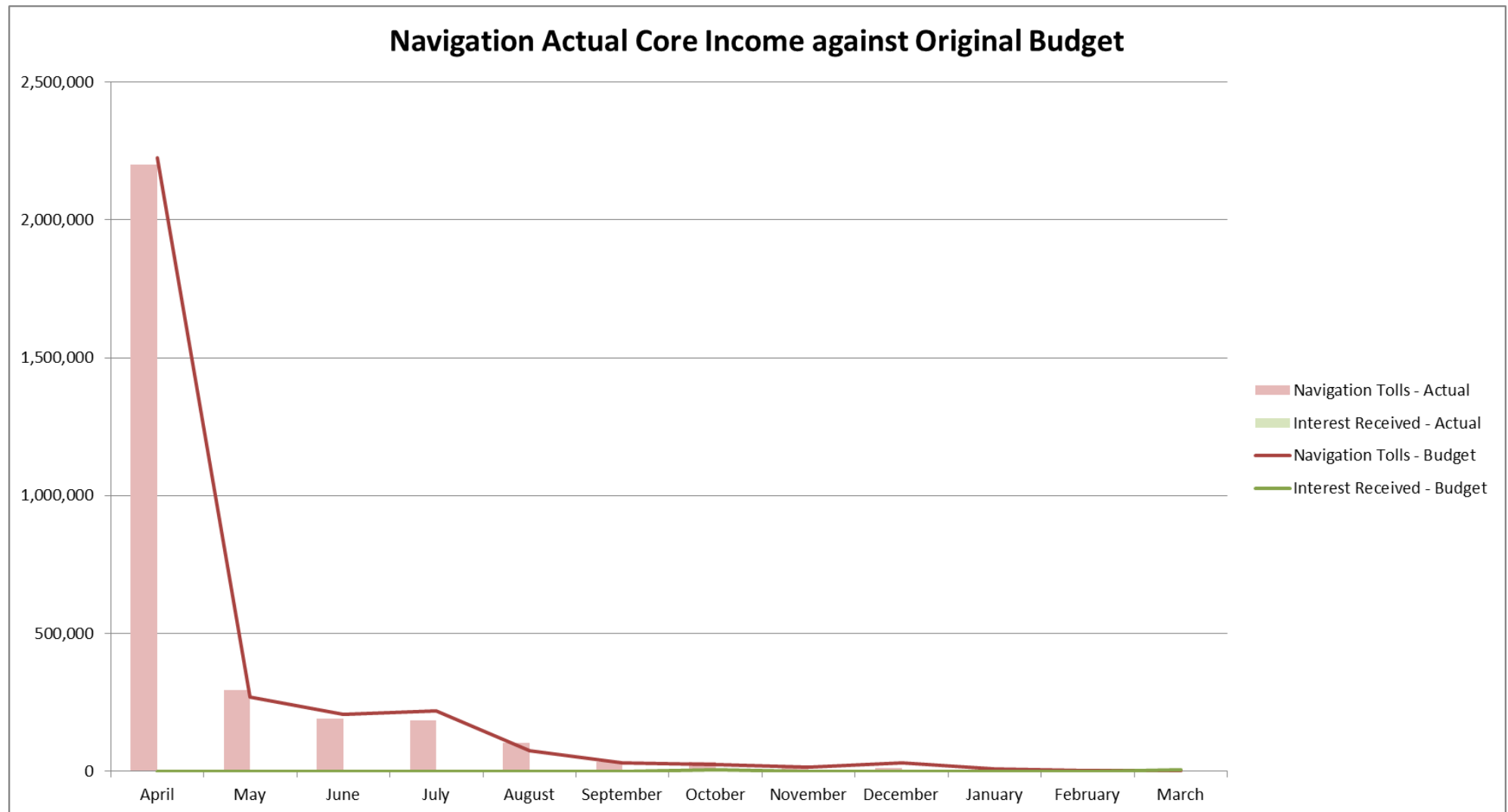
- 6.1 The current forecast outturn position for the year suggests a deficit within the navigation budget which would result in a navigation reserve balance of approximately £318,000 at the end of 2016/17 (before any year-end adjustments). This would mean the Navigation Reserve would be slightly above the recommended 10% at 10.2%. Year-end transfers of interest to the earmarked reserves will mean that it will fall to approximately 10.1%. This will be highly dependent on the actual level of interest received.

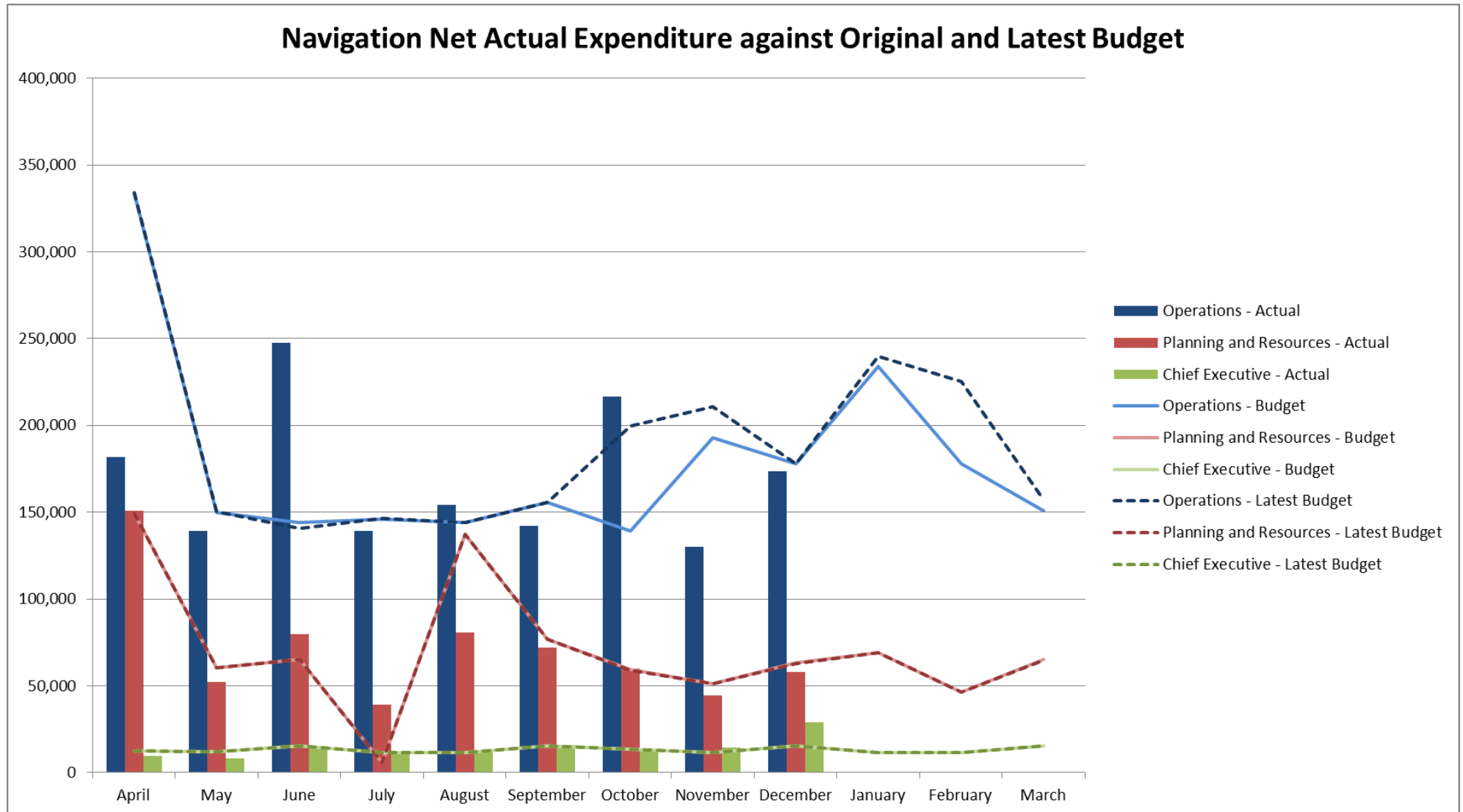
Background Papers: Nil

Author: Emma Krelle  
Date of Report: 6 February 2017

Broads Plan Objectives: None

Appendices: APPENDIX 1 – Navigation Actual Income and Expenditure  
Charts to 31 December 2016  
APPENDIX 2 – Financial Monitor: Navigation Income and  
Expenditure 2016/17





**To 31 December 2016**

Budget Holder

(All)

Row Labels	Values				
	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Income	(3,119,839)		(3,119,839)	(3,094,804)	- 25,035
National Park Grant	0		0	0	+ 0
Income	0		0	0	+ 0
Hire Craft Tolls	(1,079,000)		(1,079,000)	(1,053,842)	- 25,158
Income	(1,079,000)		(1,079,000)	(1,053,842)	- 25,158
Private Craft Tolls	(1,972,000)		(1,972,000)	(1,974,623)	+ 2,623
Income	(1,972,000)		(1,972,000)	(1,974,623)	+ 2,623
Short Visit Tolls	(40,089)		(40,089)	(40,089)	+ 0
Income	(40,089)		(40,089)	(40,089)	+ 0
Other Toll Income	(18,750)		(18,750)	(18,750)	+ 0
Income	(18,750)		(18,750)	(18,750)	+ 0
Interest	(10,000)		(10,000)	(7,500)	- 2,500
Income	(10,000)		(10,000)	(7,500)	- 2,500
Operations	2,256,313	134,946	2,391,259	2,372,340	+ 18,919
Construction and Maintenance Salaries	693,215	20,502	713,717	713,717	+ 0
Salaries	693,215	20,502	713,717	713,717	+ 0
Expenditure			0		+ 0
Equipment, Vehicles & Vessels	293,883	116,200	410,083	395,212	+ 14,872
Income	0		0	(350)	+ 350
Expenditure	293,883	116,200	410,083	395,562	+ 14,522
Water Management	112,500		112,500	112,500	+ 0
Income	0		0	(5,000)	+ 5,000
Expenditure	112,500		112,500	117,500	- 5,000
Land Management	0		0	0	+ 0
Income	0		0	0	+ 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
Practical Maintenance	344,200		344,200	342,700	+ 1,500
Income	(9,000)		(9,000)	(10,500)	+ 1,500
Expenditure	353,200		353,200	353,200	+ 0
Ranger Services	465,371		465,371	465,371	+ 0
Income	(33,000)		(33,000)	(33,000)	+ 0
Salaries	358,116		358,116	358,116	+ 0
Expenditure	140,255		140,255	140,255	+ 0
Pension Payments			0		+ 0
Safety	75,043		75,043	76,087	- 1,044
Income	(9,000)		(9,000)	(1,000)	- 8,000
Salaries	41,958		41,958	43,566	- 1,608
Expenditure	42,085		42,085	33,521	+ 8,565
Asset Management	92,114	1,296	93,410	90,939	+ 2,471
Income	(450)		(450)	(4,550)	+ 4,100
Salaries	18,689	1,296	19,985	21,614	- 1,629
Expenditure	73,875		73,875	73,875	+ 0
Premises	109,119		109,119	109,119	+ 0
Income	(1,600)		(1,600)	(1,600)	+ 0
Expenditure	110,719		110,719	110,719	+ 0
Operations Management and Administration	70,868	(3,052)	67,816	66,696	+ 1,120
Income	0		0	(1,120)	+ 1,120
Salaries	63,868	(3,052)	60,816	60,816	+ 0
Expenditure	7,000		7,000	7,000	+ 0
Planning and Resources	742,559	(373)	742,186	732,267	+ 9,919
Development Management	0	0	0	0	+ 0
Income	0		0	0	+ 0
Salaries	0	0	0	0	+ 0
Expenditure	0		0	0	+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Pension Payments			0		+ 0
Strategy and Projects Salaries	21,824	(373)	21,452	21,452	+ 0
Income	0		0	0	+ 0
Salaries	18,224	(373)	17,852	17,852	+ 0
Expenditure	3,600		3,600	3,600	+ 0
Biodiversity Strategy	0	0	0	0	+ 0
Income			0		+ 0
Expenditure	0	0	0	0	+ 0
Strategy and Projects	4,181	0	4,181	4,181	+ 0
Income			0		+ 0
Salaries	4,181		4,181	4,181	+ 0
Expenditure	0	0	0	0	+ 0
Waterways and Recreation Strategy	43,980		43,980	43,980	+ 0
Salaries	34,980		34,980	34,980	+ 0
Expenditure	9,000		9,000	9,000	+ 0
Project Funding	0		0	0	+ 0
Income	0		0	0	+ 0
Expenditure	0		0	0	+ 0
Pension Payments			0		+ 0
Partnerships / HLF	0		0	0	+ 0
Income	0		0	0	+ 0
Salaries	0		0	0	+ 0
Expenditure	0		0	0	+ 0
Volunteers	26,648		26,648	26,648	+ 0
Income	(400)		(400)	(400)	+ 0
Salaries	19,048		19,048	19,048	+ 0
Expenditure	8,000		8,000	8,000	+ 0
Finance and Insurance	162,875		162,875	167,980	- 5,105
Income			0		+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Salaries	68,875		68,875	69,750	- 875
Expenditure	94,000		94,000	98,230	- 4,230
Communications	63,605	0	63,605	63,605	+ 0
Income			0		+ 0
Salaries	51,605		51,605	51,605	+ 0
Expenditure	12,000	0	12,000	12,000	+ 0
Visitor Centres and Yacht Stations	65,835		65,835	65,835	+ 0
Income	(60,000)		(60,000)	(60,000)	+ 0
Salaries	101,835		101,835	101,835	+ 0
Expenditure	24,000		24,000	24,000	+ 0
Collection of Tolls	122,230		122,230	118,230	+ 4,000
Salaries	109,530		109,530	109,530	+ 0
Expenditure	12,700		12,700	8,700	+ 4,000
ICT	90,892	0	90,892	88,186	+ 2,706
Salaries	47,431		47,431	47,431	+ 0
Expenditure	43,461	0	43,461	40,755	+ 2,706
Premises - Head Office	73,819		73,819	70,091	+ 3,728
Expenditure	73,819		73,819	70,091	+ 3,728
Planning and Resources Management and Administration	66,669		66,669	62,079	+ 4,590
Income	0		0	(2,100)	+ 2,100
Salaries	41,070		41,070	41,070	+ 0
Expenditure	25,599		25,599	23,109	+ 2,490
Chief Executive	158,455	181	158,636	166,626	- 7,990
Human Resources	48,269	181	48,450	49,012	- 562
Income			0		+ 0
Salaries	23,874		23,874	24,436	- 562
Expenditure	24,395	181	24,576	24,576	+ 0
Legal	28,490		28,490	36,677	- 8,187
Income	0		0	(2,500)	+ 2,500



Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Salaries	16,490		16,490	12,177	+ 4,313
Expenditure	12,000		12,000	27,000	- 15,000
Governance	40,686		40,686	39,927	+ 759
Salaries	22,800		22,800	22,800	+ 0
Expenditure	17,886		17,886	17,127	+ 759
Chief Executive	41,010		41,010	41,010	+ 0
Salaries	41,010		41,010	41,010	+ 0
Expenditure			0		+ 0
Projects and Corporate Items	54,800		54,800	54,800	+ 0
Corporate Items	54,800		54,800	54,800	+ 0
Pension Payments	54,800		54,800	54,800	+ 0
Contributions from Earmarked Reserves	(108,448)	(116,200)	(224,648)	(216,427)	- 8,222
Earmarked Reserves	(108,448)	(116,200)	(224,648)	(216,427)	- 8,222
Expenditure	(108,448)	(116,200)	(224,648)	(216,427)	- 8,222
<b>Grand Total</b>	<b>(16,160)</b>	<b>18,554</b>	<b>2,394</b>	<b>14,802</b>	<b>- 12,408</b>

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

Report by Director of Operations

**Summary:** This report sets out the progress made in the delivery of the 2016/17 Construction, Maintenance and Environment Section work programme.

Section 4 details progress made towards the Hickling Enhancement Scheme and the CANAPE European Bid.

**1 Construction Programme updates 2016/17**

- 1.1 The progress of the Construction and Maintenance work programme is described in this report. As previously reported verbally to members, a further detailed breakdown shows that up to the end of January 2017, 34,230m<sup>3</sup> of sediment has been removed from the Rivers and Broads, and the details of quantities and costs achieved so far are set out in *Appendix 1*. This represents 68% of the programmed target of at least 50,000m<sup>3</sup>.
- 1.2 The dredging and sediment re-used at Hickling Broad is continuing although the conditions during the end of January were challenging. Thick ice had formed over the broad, freezing the floats which carry the pipe from the concrete pump, making moving it within the bay difficult. Also the vessels, as they moved across the frozen broad were pushing large slabs of ice about, and these longitudinal slabs which could cause damage to other vessels, structures and the bank, so operations slowed to ensure care and caution was used. Luckily this cold spell was not prolonged and with the thaw came a return to the good quantities of sediment being pumped into Churchill's Bay. To date 1,420m<sup>3</sup> of sediment has gone into Churchill's Bay, with another 500 – 600m<sup>3</sup> needed to complete the filling of that enclosure. We are programmed to complete this stage of the Hickling Enhancement by the end of February.
- 1.3 Dredging at Rockland Dyke and into the mooring basin is continuing, with dredged material, which was being side cast onto the adjacent land, now travelling by wherry to Rockland Short Dyke where it is being offload onto the back of the floodwall to dry. Next year this material will be used by the landowner to crest raise the floodwall.
- 1.4 The Fen Excavator has been transported to Ludham Marshes Reserve where it is completing 10 days of contract work for Natural England to clear water course to better control water levels within the reserve

## **2 Maintenance Programme Update 2016/17**

- 2.1 The Maintenance Team have been fully deployed since the last report, below are a few highlights of the projects and tasks undertaken:
- 2.2 River bank tree clearance works have been taking place at Bridge Broad. A 3m wide strip of tree and scrub has been cut back over 500m to improve navigational width and visibility.
- 2.3 In anticipation of a busy tourist season the Tourist Information Centres (TIC) have been made ready. At Hoveton the TIC has had a minor refurbishment, with renewed internal paintwork and repairs made to the entrance door. Whitlingham Barn toilets have been repainted and the leaky plumbing repaired. Toad Hole Cottage has had a full interior repaint, following a full investigation of the Pantry Ceiling, which was identified as having potential issues after the Property Consultants, Concertus inspection. The 'Shed' on Reedham Quay has had rotten timbers replaced and a new coat of paint and Ranworth TIC (a Broads Authority property leased to Norfolk Wildlife Trust) has had the external cladding repainted.
- 2.4 In preparation of the major repairs to Irstead Billet, due to start at the end of February, tree felling has been completed to allow access to the plant and equipment. The old access boardwalk has been removed as has the old piling and walkway adjacent to the billet, with all materials removed from site. The Maintenance Team are busy re-piling the area around the shed, prior to the supporting piles being 'over sleeved'.
- 2.5 Gelderstone Mooring is currently undergoing a major refurbishment. All timber mooring posts are being replaced, as is the waling, backrail and capping timbers. A small area has 'bowed' due to failing tie-rods and these have been exposed and repairs carried out. Once complete the surface will be refreshed.

## **3 Mutford Lock**

- 3.1 Officers are continuing to negotiate with Sentinel over the operational costs of Mutford Lock. We met with Suffolk County Council to investigate the shared operating costs, with further information being requested from Sentinel, breaking down the time spent on operating the Lock and the Road Bridge. Members will be updated further as this situation progresses.
- 3.2 Currently one of the automatic barriers, part of the safe lifting mechanism of the road bridge, has been damaged. This means the bridge cannot be lifted. Suffolk County Council is investigating a manually operated traffic control system which will involve scheduled lifts until the repair is completed at the end of March.

## **4 CANAPE (Creating a New Approach to Peatland Ecosystems)**

- 4.1 At the Full Authority meeting on 27 January, members fully supported the CANAPE, Interreg North Sea Region Programme 2014-2020 funding bid, and the application has now been submitted. This innovative project will see the Broads Authority partnering with Norway, Sweden, Denmark, The Netherlands, Germany and Belgium.

- 4.2 We will deliver pilots in 3 countries: The UK, Germany and The Netherlands. Each will have a specific focus to improve the resilience of lakes by enhancing the natural shoreline, stabilize sediments and build aquatic plant zones which reduce algae blooms, thus boosting the water recreation economy. The UK will test creating large-scale reed swamp from peaty silt harvested from the navigation area. This will benefit boating business and help sustain the tourism economy. The Netherlands will test the use of new reeds to fix the nutrients and filter the water and improve the resilience of the lake to create better recreational, economic and ecological value. Germany will contribute learning and gain experience from experienced lake management partners.
- 4.3 CANAPE will also deliver pilots on wider catchment engagement with Peatland Farmers and target groups. We will deliver pilots in 5 countries: UK, Germany, The Netherlands, Denmark and Belgium. Examples will include Belgium's work via a farmer cooperation enterprise to manage water and facilitate how "Champion farmers" work to encourage future farmers to take on similar measures. With a focus on increasing knowledge of how best to raise groundwater levels to benefit farming business and nature by storing water during rainfall events. UK farmers will be engaged around novel soil and water measures, to protect the peatland, such as testing tramline disruption equipment to minimise runoff on high risk fields, using farmers to report on performance. The Broadland Catchment Partnership will also help communicate the opportunities for business in peatland systems. In addition school children will learn about peat formation, uses and future.
- 4.4 The Broads Authority will be taking the Lead Partner role in this project and we expect to hear in June whether our application has been successful or not.

Background papers: Nil

Author: Rob Rogers  
Date of report: 07 February 2017

Broads Plan ref: NA1.1  
Appendices: APPENDIX 1 – Dredging Programme 2016/17

# Dredging Progress 2016/17 (April 2016 to end January 2017)

# APPENDIX 1

Project Title	Project Element	Active BA dredging weeks Completed (to end Oct / Planned)	Volume Removed m <sup>3</sup>		Annual project Cost <sup>a</sup>	Actual project cost (Apr-Oct)
			Planned	Actual	Planned	Actual
<b>Mid Bure</b>	Horning Church to Ranworth Dyke (Apr-mid Jun)	11/10	5,000	5,820	57,480	62,390
<i>Completed setback areas at Horning Hall</i>						
<b>Bure Mouth</b>	Contractor (April)	-	500	500	3,700	3,730
<i>Contractor completed plough/agitation dredging to clear bar</i>						
<b>Lower Waveney</b>	Burgh Castle (Apr-May)	6/8	4,000	4,140	43,430	37,200
<i>Upstream and including Burgh Castle 24 hr moorings. Shoal at Burgh Flats not completed this year</i>						
<b>Lower Yare</b>	Seven Mile House to Berney Arms (June)	5/6	4,000	4,290	33,060	22,190
<i>Shoals planned for dredging were completed</i>						
<b>Haddiscoe Cut</b>	Haddiscoe and Reedham ends (End Jul-mid Nov)	13/16	14,000	5,390	94,790	90,950
<i>Completed the priority dredging at St Olaves &amp; all along the island side of the Cut. Return to complete priority at the Reedham end is required</i>						
<b>Yare - Whitlingham</b>	Bends downstream of Whitlingham Broad (Aug-Oct)	9/12	5,000	6,200	61,100	16,760
<i>Completed the priority bends identified at Whitlingham. All material brought to Postwick Tip</i>						
<b>Hickling</b>	Marked channel north of Catfield channel (Nov-Jan)	7/15	6,000	2,890	129,250	91,050
<i>Restoration area at The Studio filled with 1,470 m<sup>3</sup> sediment from staithe entrances. Churchill's Bay has received 1,420 m<sup>3</sup> to end Jan.</i>						
<b>Rockland Boat Dyke</b>	Rockland and bar at Langley Dyke (Dec-Jan)	11/8	2,900	5,000	29,630	56,770
<i>Initial 3,700 m<sup>3</sup> was brought to Postwick Tip. Remainder side cast or to floodbank folding. Langley Dyke entrance also to be dredged</i>						
<b>Limekiln Dyke</b>	Gayes Staithe to Neatishead Staithe (Feb-Mar)	-/8	3,600		18,960	0
<i>CANCELLED FOR 2016/17 – Replacement equipment for Grab 7 and old Linkflotes will not be available before April 2017</i>						
<b>Lower Bure</b>	Bure Loop (Feb-Mar)	-/6	5,000	0	34,940	430
<i>Start date in 2016/17 depends on final timing and progress of work at Hickling. Main works duration will be in 2017/18</i>						
<b>TOTAL</b>		<b>62/95</b>	<b>46,400</b>	<b>34,230</b>	<b>506,340</b>	<b>381,470</b>

<sup>a</sup> –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.

## Chief Executive's Report

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

### 1 BA Follow up:

#### 1.1 Using Audio Recording or Webcasting to Increase the Openness and Transparency of Broads Authority Meetings

Contact Officer/Broads Plan Objective: David Harris/None

At the Broads Authority meeting on 27 January 2017, Members unanimously supported the proposal for audio recording all of the Authority's public Committee meetings on a trial basis for six months to assist in the preparation of minutes, and during this time the Authority's existing equipment is tested to see if it is suitable for the task and the issues involved in making the recordings available on the Authority's website are investigated. They considered that this would be an excellent way forward in providing stakeholders with greater access and understanding of the workings of the Authority in line with delivering good governance.

Members also agreed that the webcasting of Broads Authority public meetings be further investigated, a business case made and officers report back to a future meeting.

#### 1.2 Business Plan and Strategic Priorities 2017/18

Contact Officer/Broads Plan Objective: John Packman & Management Team/None

At its meeting on 27 January 2017, the Authority considered the proposed Business Plan and Strategic Priorities for 2017/18 which took account of the deliberations and guidance provided at a Member Workshop held on 8 December 2017. This recognised the Authority's limited resources and the staff resources that are already committed. The revised set of priorities also took account of the Broads Plan 2017 and the information in the Business Plan. The six priorities agreed came under the three key headings of a having a pro-active approach to long term and major issues which have significant impacts for the Broads in light of the UK leaving the European Union in order to progress catchment management and integrated flood risk management as well as the future of agri-environment; raising the profile of the area and reputation of the organisation; as well as winning external funding to support the new Broads Plan to include progressing the developing Landscape Partnership Project, the CANAPE project in association with the Hickling

Broad Enhancement Project and progress on benchmarking with other National Park Authorities.

It was noted that as Members were in the forefront in dealing with the implementation of the new Tolls Structure as well as the paperless tolls system as a result of the Tolls Review, the Tolls Review Group would remain in place until October to support this.

**1.3 Budget 2017/18 and Financial Strategy 2019/20 and External Funding**  
Contact Officer/Broads Plan Objective: Emma Krelle/ None

The Authority approved its Budget for 2017/18 and the Financial Strategy 2019/20. This included the Asset Management Plan which the Navigation Committee was consulted on at its meeting in December. Officers reviewed the detail of the recommended works to ensure that the works identified were not inclusive of unnecessary elements. Officers completed the review and confirmed that all minor works had been separated out for completion as necessary by in house staff, and the main expenditure items were identified.

The Authority also considered a detailed report on External Funding which included a presentation on the “Creating A New Approach to Peatland Ecosystems” CANAPE bid for European Funding towards the implementation of the Hickling vision. The Authority approved the submission of the bid with the Broads Authority as lead partner, noted the commitment towards the matched funding and recognised that if successful this would divert some of the Authority’s practical work towards the implementation of the vision for Hickling.

For further details, these are included on the Authority’s website  
<http://www.broads-authority.gov.uk/broads-authority/committees/broads-authority/broads-authority-27-january-2017>

**2 Standard Appeals Panel**

Contact Officer/Broads Plan Objective: Steve Birtles/ NA4.2

- 2.1 The Standards Appeals Panel reviewed an appeal to the Authority regarding the application of construction standards to a private petrol powered boat. The Panel reviewed evidence from the Head of Safety Management and the appellants and allowed the appeal providing additional mitigation measures were implemented to control risks.
- 2.2 This boat in question has subsequently passed all elements of the Boat Safety Scheme (BSS) requirements except the item covered by the appeal. The additional mitigation measures have been implemented on the remaining item and their integrity verified by an independent marine surveyor.
- 2.3 As a BSS Certificate cannot be issued to this boat due to the variation from the BSS standards therefore the compliance of this boat to the required standards is now being managed by the Authority.

### **3 Horning Ferry Inn Trials**

Contact Officer/Broads Plan Objective: Lucy Burchnall/NA4.3

- 3.1 The provision of stern on mooring at the Ferry Inn was a limited trial running over the 2016 summer season. The aim was to see if it was possible to increase mooring capacity at this busy location while maintaining safe navigation along this busy stretch of river. The trial came to an end in September. Data and feedback on the trial is set out below. The feedback looks at two aspects of the trial, whether the proposal impacted on the navigation and whether the agreed conditions of the trial were followed.
- 3.2 The agreed scope of the trial was:
- Section directly in front of the pub building – day boats (only) stern on moored (as before)
  - Upstream from the day boat area – one boat moored singly alongside then one space for double alongside followed by stern on mooring until the end of the property. The first two boats (next to the double mooring of this section) will be restricted to 36 feet length and after this there will be no length restriction.
- 3.3 This arrangement was designed to ensure a consistent width was kept along the curved river bank, which also ensured good visibility. The agreed moorings were marked on the ground with the manager present and a map produced (see Appendix one). The downstream section was not included in the trial and remained unchanged from previous seasons, allowing up to 26ft (7.9m) out from the edge to accommodate two vessels moored double alongside.
- 3.4 In addition to the above restrictions, the conditions of the trial were:
- Stern on mooring was only permitted when mooring attendants were present and available to assist.
  - White lights are placed on the bows of vessels moored stern on between sunset and sunrise.
- 3.5 The Ranger team was tasked with keeping a record of the effects of the trial as well as compliance against the conditions. Ongoing reviews were also undertaken with commercial operators in the area. Further feedback following the trial has been received and collated.
- 3.6 Looking at the evidence; under average boat traffic conditions the trial did not negatively impact on other users. However, during busy times the Rangers recorded a number of occasions where the narrowing of the river caused boats to bunch up. This led to a number of minor collisions between boats as witnessed by the Rangers as well as some more significant collisions witnessed by other boaters (but not reported during the trial period). Feedback from larger sailing vessels, including the Wherries, is that the reduction in width on this bend caused significant problems. While there were no recorded accidents, the sailing vessels found avoiding collisions difficult as



other boats slowed. Tacking around the bend with the reduced width was also reported to be extremely difficult.

- 3.7 An area of significant concern for the continuation of the trial was the non-compliance against the agreed scope and conditions. Rangers had to intervene to move boats on several occasions with an explanation given to the moorings attendants each time. There were also occasions recorded by the team when no attendants were on duty with boats moored stern on. Lights were not placed on boats as agreed. Consequently a considerable amount of Ranger time and resource was spent managing this trial which is not sustainable. Unfortunately, despite numerous meetings with the manager the situation did not improve. Consideration must be given to the continuation of this non-compliance if the trial were to be continued for future seasons.
- 3.8 In conclusion, due to the effect on the navigation during busy periods and because of the evidence of non-compliance against the scope and conditions of the trial the Navigation Committee is asked to note the decision not to continue the trial for future years.

#### **4 Planning Applications with Navigation Implications**

Contact officer/Broads Plan Objective: Cally Smith/Andy Scales/ Nigel Catherall/None

##### **4.1 BA/2016/0422/COND Compartment 37 South Side of Upton Boat Dyke. Removal of piling and realignment of flood bank close to the existing culvert**

At its meeting on 6 January 2017, the Planning Committee considered the above application which the Navigation Committee supported at its last meeting in December. Members were very supportive of the proposals and gave planning permission subject to conditions. However, they also considered that it would be in the best interests of all parties to maintain the rights of way. They therefore wished to receive a progress report on these in six months' time.

##### **4.2 BA/2016/0362/FUL and BA/2016/0395/FUL Rivers edge near Boundary Farm Staithe, River Bure, Ashby with Oby**

The Planning Committee on 3 February 2017 considered the two applications above for the removal of piling along the left bank of the River Bure at Oby involving 99 metres of riverbank immediately to the south of the entrance to Boundary Farm Staithe and 288 meters at two sections, one to the north of the entrance to the Staithe and one to the south. Both applications involved the regrading of the river bank edge to form a reeded rond, and the second application included the installation of pontoon moorings. The Planning Committee approved both applications subject to conditions. The question as to whether there was a chance of pulling back the river bank more than two metres as suggested by the Navigation Committee was considered by the applicant. The applicant explained that in drawing up the application, the river alignment had been taken into account. The bank had been moved in two

metres at the narrowest part and the pontoons lined against this back down to the end of the moorings. Therefore there was a small loss in one part and gain in another and therefore no overall loss of navigable river width.

As members are aware, one of the main concerns raised by the landowner and the parish council was that of litter particularly following the withdrawal of the litter collection at in Thurne. However, as this was not a planning issue, there could not be a planning condition imposed in relation to this. The landowner commented that he would not sign any lease until the concerns over litter were resolved.

The question of the funding of the works for the pontoons was brought to the attention of the Authority at its meeting on 27 January 2017 and options for this are being investigated and will be considered at the next Authority meeting on 24 March 2017. (Further updates will be reported at the meeting.)

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

Contact Officer/Broads Plan Objective: Lucy Burchnall/NA4.3

- 5.1 The report of the significant use of powers by the rangers is displayed in Appendix 2. The range of duties undertaken by the Ranger Team is set out in Appendix 3. Average navigation/countryside splits are still higher on the navigation side however with the planned work now underway on the countryside sites this figure is now moving in line with the target of 60:40.
- 5.2 The report detailing the cases dealt with at Magistrates Court are shown in Appendix 4. In addition, five navigation offences folders are currently being compiled.

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

Contact Officer/Broads Plan Objective: Lucy Burchnall/NA4

- 6.1 The sunken and abandoned update is contained in Appendix 5. As at the last report one vessel is at the dockyard while investigations into ownership continue. A report of a sunken catamaran at Oulton Broad is being investigated at time of writing.

## **7 Planning Enforcement Update**

Contact Officer/Broads Plan Objective: Cally Smith/None

- 7.1 Following queries raised by a member, it was agreed to provide regular updates on the position regarding relevant planning enforcement actions. There are no outstanding enforcement actions with navigation implications to report to this meeting.

Background papers:	None
Author:	Sandra Becket / Esmeralda Guds
Date of report:	February 2017
Broads Plan Objectives:	Multiple
Appendices:	APPENDIX 1 – Horning Ferry Inn Map APPENDIX 2 – Exercise of Powers APPENDIX 3 – Ranger Duties APPENDIX 4 – Report of Prosecutions APPENDIX 5 – Sunken and Abandoned Vessels

Horning

Shallows

Stern on  
14m /  
46ft

Stern on  
11.6m/38ft

Double alongside  
7.9m/26ft

(PH)  
Single alongside  
3.9m  
/ 13ft

26.6m  
/88ft

7.9m  
/23ft

13.3m  
/44ft

13.2m  
/43ft

Patio

Single alongside  
3.9m  
/ 13ft

Stern on  
day boats  
only 7.9m /  
26ft

Def

0.9m

FB

Drain



1:750 A4

## Appendix 2

Rangers Exercise of Powers Analysis <i>(Bracketed figures are running totals, April 2016 to March 2017)</i>						Date: Nov-Dec 2016		
	Wroxham Launch	Irstead Launch	Ludham Launch	Ludham 2 Launch	Norwich Launch	Hardley Launch	B.St.Peter Launch	Breydon Launch
Launch Patrol Areas	Wroxham and Upper Bure	Ant	Hickling, P.Heigham, Upper Thurne & Womack	Lower Thurne, Lower Bure & South Walsham	Norwich and Upper Yare	Reedham, Chet & Middle Yare	Oulton Broad and Upper/Middle Waveney	Breydon Water, Lower Waveney and Yare
<b>Verbal Warnings</b>								
Care & Caution	( 72 )	( 29 )	( 34 )	( 124 )	( 128 )		( 9 )	( 23 )
Speed	( 3340 )	( 1840 )	2 ( 677 )	( 654 )	( 148 )	( 135 )	( 211 )	11 ( 159 )
Tolls offences	( 9 )	( 44 )	( 14 )	( 88 )	( 112 )		( 4 )	( 3 )
Other	( 57 )	( 39 )	( 37 )	( 83 )	( 15 )	( 5 )	( 24 )	1 ( 8 )
<b>Blue Book Warnings</b>								
Care & Caution	( 18 )	( 6 )	( 2 )	( 1 )	( 1 )			( 1 )
Speed	( 83 )	1 ( 33 )	( 8 )	( 9 )	( 17 )	( 4 )	( 7 )	( 5 )
Other	( 18 )	( 17 )	2 ( 11 )	( 2 )	5 ( 9 )	4 ( 14 )	2 ( 13 )	( 13 )
Reports for Prosecutions		( 1 )			1 ( 1 )			( 1 )
Special Directions	( 2 )	( 143 )	3 ( 3 )	4 ( 4 )		( 68 )	( 155 )	2 ( 20 )
<b>Toll Compliance Reports</b>								
Non Payment	( 129 )	( 128 )	2 ( 78 )	( 26 )	7 ( 112 )		4 ( 127 )	2 ( 54 )
Non Display	( 22 )	( 5 )	2 ( 11 )	( 2 )	( 1 )		2 ( 9 )	( 3 )
28 Day request for information	1 ( 1 )		1 ( 1 )				( 7 )	
BSS Hazardous Boat Inspections		( 1 )			( 1 )			( 1 )
Enter Vessels Under BSS					( 1 )			
Launch Staffed (by Ranger)	25 ( 230 )	7 ( 153 )	18 ( 170 )	3 ( 124 )	4 ( 141 )	3 ( 133 )	12 ( 147 )	29 ( 243 )
Country Site Inspection Reports Percentage Compliance	100% ( 100% )	100% ( 100% )	(Combined figure) 100% ( 100% )		(Combined figure) 100% ( 100% )		100% ( 89% )	n/a
Best Value Patrol Targets Percentage Compliance	100% ( 100% )	100% ( 100% )	100% ( 100% )	92% ( 96% )	86% ( 96% )	100% ( 100% )	100% ( 94% )	100% ( 94% )
Volunteer Patrols	4 ( 7 )	5 ( 20 )	4 ( 6 )	1 ( 3 )		( 8 )	1 ( 1 )	
IRIS Reports	2 ( 123 )	2 ( 75 )	5 ( 46 )	( 27 )	3 ( 56 )	( 39 )	3 ( 69 )	( 82 )
Broads Control Total Calls	TOTAL 3,871 ( 31,151 )			Telephone 3,541 ( 25,955 )		VHF 330 ( 5,196 )		

# RANGER TEAM ACTIVITY

as at 24 January

	Navigation Activity								Countryside Activity							
	Nav Patrol Launch	Nav Patrol Foot/Road	Incident Working	Admin - Navigation	Training (Navigation)	Escort	Moorings Maintenance	Bank work	Country Patrol	Country Maintenance	Admin - Country	Training (Countryside)	Equipment Maintenance	Tree/Ground work	Group Activities	Education/School Visit
December 2016																
Percentage Total	9.32%	8.69%	0.01%	0.10%	0.23%		1.26%	2.38%	1.27%	5.95%			5.69%	1.28%		
Wroxham team	30%	10%	100%	43%			7%	8%	34%	32%			30%	28%		
Thurne team	7%			14%	100%			12%					9%			
Yare team	23%	8%		43%				22%	50%	10%			23%	32%		
Waveney team	12%	9%					40%	42%	3%	21%			17%	20%		
Breydon team	16%	69%					40%	20%	6%	35%			11%	20%		
Control Officer																
	24%								10%							

	General Support													Time Off			
	Broads Control	Travel Time	Bank Work - Split	Activity Unknown	Training - Split	Meeting - Staff	Meeting - Public	Admin - Split	Admin - Volunteer	Training - (Volunteers)	Public Relations Event	Site Visit third party	Other Task	Time off in Lieu (not accurate)	Breaks (not including un-notified breaks)	Annual Leave	Sick
Percentage Total	5.17%	4.52%	7.43%	6.95%	9.19%	4.63%	0.55%	15.27%		0.13%	0.08%		0.74%	0.31%	1.25%	6.62%	
Wroxham team	6%	28%	28%	15%	23%	35%		31%					31%	100%	30%		
Thurne team	9%	4%	8%	30%		8%	59%	17%					39%		12%	21%	
Yare team		16%	28%	16%	39%	26%	41%	26%			100%		20%		12%	23%	
Waveney team		24%	21%	13%	1%	9%		10%					2%		3%	9%	
Breydon team		26%		22%	36%	9%		8%					2%				
Control Officer	85%			2%	4%			1%							32%		
	6%	5%	49%											5%			

Team percentages equal team contribution to activity

## Appendix 3

Month Percentages	
Navigation	64%
Country	36%
Total	100%
Time Off not included	

Percentage with apportioned split	
Year to date (Apr - Mar)	
Navigation	69%
Country	31%
Total	100%
Time Off not included	

## APPENDIX 4

Report of prosecutions dealt with in court during December 2016 to January 2017			
Defendant	Offence	Magistrates Court	Result
Mr R Madden	Non- payment of tolls	Norwich	Fined £500 Costs awarded £150 Victim surcharge £50 Compensation £353.31
Mr M Chinn	Non- payment of tolls	Norwich	Fined £500 Costs awarded £150 Victim surcharge £50 Compensation £553.44
Mrs Blackwell	Non- payment of tolls	Great Yarmouth	Fined £75 Costs awarded £150 Victim surcharge £30 Compensation £258.01
Mr Hutchings	Non- payment of tolls Not registered	Great Yarmouth	Fined £100 Costs awarded £150 Victim surcharge £30 Compensation £267.54
Mr Hudd	Non- payment of tolls	Norwich	Fined £300 Costs awarded £150 Victim surcharge £30 Compensation £244.93
Mr Parker	Non- payment of tolls	Norwich	Fined £300 Costs awarded £150 Victim surcharge £30 Compensation £96.63

Mr Bell	Non- payment of tolls	Norwich	Fined £150 Costs awarded £150 Victim surcharge £30 Compensation £96.63
Mr Gordon	Non- payment of tolls	Norwich	Fined £300 Costs awarded £150 Victim surcharge £30 Compensation £410.49
Mr Victor	Non- payment of tolls	Norwich	Fined £150 Costs awarded £150 Victim surcharge £30 Compensation £99.32

## APPENDIX 5

### Sunken and Abandoned Vessels

Description	Location found	Action	Abandoned /Sunken Notice Affixed	Result
Sunken cruiser	River Yare Old River Thorpe.	Vessel sunk at owners moorings	No	Not affecting the navigation owner will raise in due course
Abandoned Cruiser	Hickling	Vessel abandoned on Hickling Broad	Yes	Investigating ownership claims, boat being stored at BA Dockyard
Sunken catamaran	Oulton Broad	Currently under investigation, working with Harbour Master	No	In progress