

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: 18 May 2018

Contact Officer/Broads Plan Objective: Sandra Beckett

1.1. Member Appointments

The Authority appointed Mr Haydn Thirtle as Vice-Chairman of the Authority until its Annual meeting in July 2018 and accepted the Navigation Committee's recommendation to appoint your Chairman, Nicky Talbot and Vice-Chairman, Brian Wilkins as the two co-opted members on the Authority.

1.2. Strategic Direction Strategic Priorities and Annual Business Plan

As part of the report on progress on strategic priorities, the Authority received the six monthly Newsletter providing the progress on implementing the Broads Plan 2017, as well as the Annual Business Plan. These may be viewed from the website:

[Strategic-Direction-Priorities-Annual-Business-Plan-180518](#)

The report also included an update on CANAPE
[CANAPE-update-180518](#)

1.3. Peer Review Action Plan:

1.3.1 Review of the Authority's Governance Structure [Report-on-Peer-Review-180518](#)

This provides a more detailed report on the decision made at the Authority's meeting on 18 May 2018, when Members considered proposals on governance arrangements for the Authority in response to the recommendations from the Peer Review and the subsequent discussions by Members at your meetings on 30 January and 8 March 2018. The proposals were developed by the Chief Executive with Members of the Financial Scrutiny and Audit Committee with the aim of streamlining the Authority's business and taking account of the Peer Review team's feedback.

Following a lengthy discussion when all members were given the opportunity to give their views on the six proposals, the majority agreed that the proposals were sound and should be embraced as they were a culmination and development of their own deliberations. They therefore resolved that the proposals be adopted on the basis that the arrangements will be reviewed in a year's time.

Members will have received a report earlier in the agenda on the first two proposals where your views have been requested in respect of the Navigation Committee meetings.

The Proposals adopted involved:

- Moving to a quarterly cycle of meetings – four meetings of the Authority per annum; the timetable set to meet the key business deadlines. (Meetings of the Navigation Committee to be determined following this meeting)
- Creating more informal opportunities for members and officers to interact through a minimum of four site visit/workshops for all members of the Authority in addition to the quarterly business meetings.
- The Financial Scrutiny and Audit Committee to be re-purposed to the Audit and Risk Committee with amended Terms of Reference.
- Using a more formal and open process for the annual appointment of Chairs and Vice-Chairs, Committee membership and outside bodies through nomination forms and expressions of interest, in advance of the Annual meeting in July.
- Establishing a Chairs Group comprising the Chairs and Vice-Chairs to support the Chair, steer the organisation and work with and support the Chief Executive. (This will not be a decision making group and items for business may be referred by any Member and added to the next business agenda if appropriate).
- Adopting a less formal process as part of the Local Resolution Procedure in the Code of Conduct to resolve members issues quicker and avoid them escalating.

The draft timetable for the Authority's meetings as well as the Audit and Risk Committee and Planning Committee was also accepted.

1.3.2 **Broader Engagement**

Another aspect of the Peer Review was to carry out more work around stakeholder engagement and for the Authority to look outwards and understand how it can play a role in more strategic and collaborative discussions with partners, the Local Authorities and the LEP. In the report on progress on Strategic Direction, this detailed how the Chairman and Chief Executive have set up a programme of regular meetings and site meetings with our constituent Local Authorities; the Chief Executive has had a very productive meeting with the CEO of New Anglia and agreed to meet on a quarterly basis; and officers meet regularly with our statutory

partners and other bodies with key accountability for, or influence in, delivering the Local Plan.

1.4. Future Arrangements for the Broads Forum

As part of reviewing stakeholder engagement, the Authority carried out a survey of the Broads Forum stakeholder organisations about the Broads Forum's effectiveness. The findings of this were presented to an open Forum meeting on 26 April 2018 and proposals put forward based on the feedback received. The views of the Forum together with the findings from the survey were presented to the Authority on 18 May 2018.

Members concluded that the present format for the Broads Forum had run its course and the time was right for change given that there was a strong desire for this and to extend its role. Therefore it was agreed

- to retain the Broads Forum as one of many mechanisms for engaging with stakeholder organisations and move to twice yearly Broad Forum Workshops, each focussing on a key issue facing the Broads;
- All organisations represented on the Broads Forum to be invited, together with Authority Members and Officers; and experts and partner organisations with relevance to the issue under discussion also to attend.

[Future-of-the-Broads-Forum-180518](#)

1.5. Health and Safety

The reports submitted to this Committee in April were received and noted by the Authority. With reference to the Internal and External Audit reports it was agreed that in future the findings from both of these would be summarised and provided in an annual report to the full Authority.

1.6. Use of Technology: GIS Interface, Data Gathering and Monitoring.

The Authority received an interesting presentation on the progress being made through the use of technology to increase the efficiency in data gathering and monitoring the functions of the Authority. This highlighted the application of the two main software systems GIS (Geographical Information Systems) and DMS (Document Management Systems) and their integration to achieve a more consistent and comprehensive approach. In the first instance this has been used in data gathering and monitoring the Authority's assets and has been developed with the Rangers. It has been instrumental in helping to prioritise the work, not only for construction staff but also other staff within the Authority. It is hoped that such a system can be extended in the future for other areas, although the complexities and resources required need to be recognised.

2. Acle Bridge Site

The Architectural Competition was launched on 20 April 2018 with the

deadline of 29 May 2018 for submissions of initial Design Proposals. The response has been overwhelming and has resulted in 95 submissions. Up to 10 members volunteered to help indicate their preference in the long list and this took place on 4 June 2018. The Judging Panel will have met on 6 June 2018 to decide on the short list. The Interviews and presentations to the Panel will take place on Thursday 5 July 2018 and the announcement of the winning design with a presentation will take place at the Broads Authority meeting on 27 July 2018.

3. Ranger Update

Apart from a few remaining dykes the adjacent waters checks have been completed. The last few areas will be completed at the start of June following the Whitsun holiday. As usual the checks have resulted in a number of Notice of Contraventions being produced which the Tolls team will follow up.

At the same time, Rangers have also been issuing Notices for non-display of registration numbers. With the removal of toll plaques the display of registration numbers is now essential to enable the Ranger team to carry out the necessary tolls checks. While questions have been raised, most boaters understand the need to comply and are working to meet the Byelaw requirement. This will be followed up over the next few months.

Joint working with Broads Beat and Boatyards continues with regards to dealing with antisocial behaviour. Broads Beat officers have continued with their 'meet and greet' programme where officer time allows. Weekly Ranger late patrols (past 7pm) are ongoing targeting weekends, Bank Holidays and events such as Regatta's. Each team has a number of Super Safety Days planned, running into the evening located on busy moorings to look at a number of issues including boat safety, speeding, etc. The first of the new automatic speed signs are in use at key locations and feedback on its effectiveness is positive.

The team has, however, been called to investigate and deal with a number of reports of antisocial behaviour, particularly over the Bank Holiday weekends when the weather has been sunny. Unfortunately a very small number of people behaving improperly can cause wider problems for other users. Recording of incidents is ongoing and patterns and trends will be reviewed as we go through the season.

4. Navigation Patrolling and Performance Targets

Contact Officer/Broads Plan Objective: Lucy Burchnall/4.3

The report of the significant use of powers by the rangers is displayed in Appendix 1 and reflects the busy period. Appendix 2 shows the average navigation/countryside splits for three months are higher on the navigation side as would be expected during the summer when patrolling is a priority.

5. Sunken and Abandoned Vessel Update

Contact Officer/Broads Plan Objective: Lucy Burchnall/4.3

The sunken and abandoned update is contained in Appendix 3. There has been a high number of vessels sinking on the River Waveney over the last period however this has been linked to high water levels over this period as well as issues with abandoned vessels sinking.

6. Planning Enforcement Update

Contact Officer/Broads Plan Objective: Cally Smith/None

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

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

APPENDIX 1

Rangers Exercise of Powers Analysis <i>(Bracketed figures are running totals, April 2018 to March 2019)</i>						Date: APRIL 2018		
	Wroxham Launch	Irstead Launch	Ludham Launch	Ludham 2 Launch	Norwich Launch	Hardley Launch	B.St.Peter Launch	Breydon Launch
Launch Patrol Areas	Wroxham and Upper Bure	Ant	Hickling, P.Heigham, Upper Thurne & Womack	Lower Thurne, Lower Bure & South Walsham	Norwich and Upper Yare	Reedham, Chet & Middle Yare	Oulton Broad and Upper/Middle Waveney	Breydon Water, Lower Waveney and Yare
Verbal Warnings								
Care & Caution	2 (2)	1 (1)	3 (3)	10 (10)			4 (4)	
Speed	148 (148)	121 (121)	72 (72)	41 (41)	39 (39)	3 (3)	7 (7)	17 (17)
Other	7 (7)	5 (5)	1 (1)	8 (8)	10 (10)	4 (4)	3 (3)	
Blue Book Warnings								
Care & Caution	1 (1)			1 (1)				
Speed	6 (6)	2 (2)	1 (1)	1 (1)		1 (1)	1 (1)	1 (1)
Other	1 (1)	3 (3)	5 (5)	1 (1)		1 (1)	1 (1)	
Special Directions	60 (60)		30 (30)				2 (2)	
Launch Staffed (by Ranger)								
Launch Staffed (by Ranger)	25 (25)	22 (22)	25 (25)	21 (21)	21 (21)	11 (11)	22 (22)	30 (30)
Best Value Patrol Targets Percentage Compliance	100% (100%)	100% (100%)	100% (100%)	100% (100%)	100% (100%)	100% (100%)	100% (100%)	89% (89%)
Volunteer Patrols				1 (1)				
IRIS Reports	6 (6)	4 (4)	10 (10)	4 (4)	9 (9)	7 (7)	10 (10)	12 (12)
Broads Control Total Calls	TOTAL 4,140 (4,140)			Telephone 3,222 (3,222)			VHF 918 (918)	

Total Time Allocated/Actual Ranger Team

Broads Authority Corporate	Work Area	Annual Allocation	Actual Days To Date
Corporate Time	Training	134	19.86
	Broads Control	39	8.51
	Team meetings / work planning	349	67.03
	Partnership working	82	13.78
	Assisting other sections	94	9.76
	Annual Leave		58.51
	Off Work Sick		9.32
	Time in Lieu		0.61
Premises Maintenance	Billets and boatsheds	19	2.64
Vessel & Equipment Maintenance	Launch - General		2.43
	Trailers - General		0.14
	Vehicle Maintenance		1.08
	Other equipment repair		4.05
	Total	717	197.73

Navigation	Work Area	Annual Allocation	Actual Days To Date
Navigation Maintenance	Patrolling	1356	270.03
	Escorts	35	4.39
	Prosecution files	0	8.51
	Bankside tree management	101	0.95
	Obstruction removal	29	2.43
	Channel markers & buoys	41	2.97
	Signs & boards maintenance	73	9.59
	Adjacent Waters		32.94
Mooring Maintenance	Reactive mooring maintenance	129	7.50
	Total	1764	339.32

Actual Percentage	82%
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Conservation, Rec, C'side	Work Area	Annual Allocation	Actual Days To Date
Conservation	Fen management	14	0.00
	Lake / Riverbank restoration	10	0.00
	Invasive Species Control	33	0.00
	Other conservation work	202	0.74
	Pollution Response		0.00
Recreation/Countryside Maintenance	Visitor Site maintenance	185	26.15
	Whitlingham Country Park	300	43.89
	Public footpath work	14	0.00
Public engagement	Education work	20	2.03
	Total	778	72.80

Actual Percentage	18%
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Team total	3259	609.86
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Sunken and Abandoned Vessels

Description	Location found	Action	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
Sunken Cruiser	Oulton Broad	Harbour Master liaising with owner	No	Not affecting the navigation Oulton Broad Harbour Master liaising with owner
Sunken yacht	Geldeston	Liaising with owner	No	Authority liaising with owner
Motor Cruiser	Beccles	Vessel sunk at 24 hour mooring	No	Vessel raised and disposed of using removal of wreck powers
Sports Vessel	Beccles	Abandoned vessel notice issued. Vessel moved to Somerlayton moorings to be removed to Dockyard but found sunk	Yes	Authority will raise and dispose of.
Motor Cruiser	Waxham Cut	Abandoned Vessel notice Issued	Yes	Deadline 14 th June
Sports Vessel	Beccles Marsh	Removed from mooring	Yes	Vessel pending disposal