

Chief Executive's Report

Summary: This report summarises the current position in respect of a number of important projects and events, including any decisions taken during the recent cycle of committee meetings. It does not include matters which are already on the agenda for this meeting. Members are asked to note the report.

1 Strategic Direction

Contact Officer/Broads Plan Objective: John Packman/Multiple

- 1.1 At its meeting on 22 March 2013, the Authority considered a series of draft objectives, projects and key milestones to meet the Authority's strategic priorities for 2013/14 to deliver progress against the Broads Plan 2011. Members will be aware that, following the consultation with the Navigation Committee on 11 October 2012, that the strategic priority for dredging (reflected in Strategic Priority 2(c)1) was amended to require at least 50,000m³ of dredging in total. The Committee also suggested, during its meeting on 28 February 2013, that consideration be given to include a target to examine opportunities to extend or expand navigable water space for recreation on Hoveton Great Broad. It should be noted that Natural England is taking the lead in applying for international funding to dredge Hoveton Great Broad. The Authority will monitor developments in this project to identify opportunities in this regard. Following the incorporation of some text changes, the Authority agreed the draft objectives, projects and key milestones to meet the Authority's strategic priorities for 2013/14. The final version can be viewed on the Authority's website.
- 1.2 The Authority also reviewed how the strategic priorities over the periods 2011/12 and 2012/13 had contributed towards the strategic priorities in the Broads Plan 2011. Members are encouraged to review the more detailed and comprehensive updates on all Broads Plan 2011 objectives on the online version of the Broads Plan at www.broads-plan.co.uk

2 Biodiversity and Water Strategy

Contact Officer/Broads Plan Objective: Andrea Kelly/BD 1-6, AL2-4, CC2-4

- 2.1 At its meeting on 18 January 2013, the Authority adopted the Biodiversity and Water Strategy as the new way of partnership working, resource prioritisation and target setting for Biodiversity and Water work in the Broads and Broads Authority. This Strategy was formed in consultation with the two key partnerships, the Broads Biodiversity Partnership and the Water Quality Partnership. These action-focused groups report to the strategic Broads Conservation Partnership who along with the Broads Forum formed part of the consultation.

- 2.2 This strategy and associated documents is aligned with the new Government strategy on biodiversity, water and ecosystems benefits, supporting the delivery of 'Biodiversity 2020' national strategy (2011) and the EU Water Framework Directive. It has four priority areas for habitats and species, reducing pressures, improving our knowledge and putting people at the heart of biodiversity.
- 2.3 The strategy aims to provide a structure for involvement of partners beyond the conservation organisations, particularly in the wider Broadland catchment as well as making the complex set of issues more accessible.
- 2.4 The strategy will help with sharing the available evidence base to come to common decisions, ensuring that partners work on the main priorities to achieve the targets and outcomes, including the on the new national Biological Action Reporting System (BARS). Finally, the Strategy helps raise awareness of the priority gaps in resourcing. Through the various partnership groups, the Authority will seek to meet these new challenges where possible.
- 2.5 Adopting this approach further integrates biodiversity and water benefits with, land management, economic development, access improvements and health initiatives. Closer working with partner organisations, business and community groups may also lead to more joined up public sector working and consequently better environmental outcomes in the Broads.
- 2.6 A copy of the Biodiversity and Water Strategy can be obtained on-line at http://www.broads-authority.gov.uk/broads/live/authority/meetings/broads-authority/2013/03-22/Biodiversity_and_Water_Strategy.pdf

3 Broads Integrated Access Strategy and Action Plan

Contact Officer/Broads Plan Objective: Adrian Clarke/TR1-3

- 3.1 At its meeting on 18 January 2013, the Authority endorsed the Broads Integrated Access Strategy and Action Plan subject to officers taking account of additional consultation responses particularly with regard to angling access.
- 3.2 The strategy aims to provide leadership and guidance on the principles that all those working towards improving access provision in the Broads should take into consideration when developing access projects. The strategy also aims to influence the local and regional policy agenda by ensuring that the benefits of recreation in the Broads are recognised in the local and regional policy framework and given adequate weight in the planning process.
- 3.3 Aside from the key objectives of the strategy the Broads Authority will use a number of additional guiding principles for project prioritisation which are set out in the document. Provided that it can be demonstrated that project proposals deliver the overarching objectives of the strategy the Broads Authority will use these to assess which access projects it is able to support and promote.

- 3.4 The strategy provides a broad framework for the development of recreational access in the Broads. The Broads Authority will play a key role in the delivery of the aims of the strategy; in part by direct delivery of projects on the ground but also by supporting and encouraging the initiatives of partners and providing guidance to community groups and local businesses. The strategy and its action plan should be seen as a living document which will evolve to take account of changing priorities, circumstances, ongoing consultation on project development and opportunities over time.
- 3.5 By adopting this approach to access management, officers hope to demonstrate that access can be successfully integrated with conservation, land management, economic development and health initiatives. Closer working with partner organisations and community groups may also lead to more joined up public sector working and consequently better access provision in the Broads.

4 Breydon Water Water Ski Zone Designation

Contact Officer/Broads Plan Objective: Trudi Wakelin/NA4.1 and 4.5

- 4.1 At its meeting on 22 March 2013 the Authority considered a report on discussions concerning the implementation of the agreed water ski zone on Breydon Water.
- 4.2 Following a further meeting held with Natural England on 1 March 2013 where the assessment process was discussed, it was agreed that, if the Authority could identify the level of historic use of waterskiing on the site, and ensure that the proposed use would not exceed these levels, then it may be possible to conclude no significant adverse affect on the features of the site, and therefore that additional external monitoring need not be required.
- 4.3 Following this advice, the Authority completed further investigations including discussions with the Eastern Rivers Ski Club and individual water skiers. This identified the historic level of use (last five years) and was compared with potential use given the agreed tide restrictions, and an assumed factor to take account of adverse weather conditions.
- 4.4 The identified potential use is approximately 50% of the previous reported level of activity. Additionally, the agreed trial zone is also recognised as being a 59% reduction on the area which has previously been used for the activity. In the light of this, and additional control measures including year round patrolling, and requiring all skiers to book on with Broads Control, as well as applying the standard suite of conditions which apply to waterskiing generally, officers have concluded that there is no likely significant adverse effect on the interest features of the site. An updated report has therefore been submitted to Natural England for their consideration.

5 Port Marine Safety Code: Development of the Safety Management System

Contact Officer/Broads Plan Objective: Steve Birtles/NA4

- 5.1 At its meeting on 22 March 2013, the Authority formally reviewed the arrangements relating to the Designated Person and confirmed that the level of independent assurance is appropriate to comply with the Port Marine Safety Code.
- 5.2 The Authority also adopted the updated Safety Management System and supported the ongoing development of detailed supporting operational procedures.

6 Broads Climate Change Adaptation Plan

Contact Officer/Broads Plan Objective: Simon Hooton/CC1-4

- 6.1 At its meeting on 22 March 2013, the Authority received an update following the submission to Defra of a preliminary Climate Change Adaptation Plan in 2011. The Climate Change Adaptation Panel is guiding the development of a wider programme of stakeholder engagement to debate the issues and options for climate change adaptation in the Broads. The Panel has reiterated the need to work in partnership and retain an open and transparent process. The work with stakeholders needs to relate to their everyday needs and will inform a revised plan currently timetabled for submission to Defra in summer 2014.
- 6.2 Although there would be a widespread initial programme of information giving and awareness raising, the intention will be to take a steady approach to the more detailed discussion phase. This will allow a suitable depth of contact to draw out useful information. It will start with stakeholder groups and gradually increase the range of contacts and levels of engagement. Having said this, it is hoped that requests from other stakeholder groups to be involved in discussions at these early stages would be followed up. The Panel is suggesting four phases to the work, starting from late spring 2013. Further information on the evolving work programme is contained in Appendix 2.
- 6.3 The finer details of the engagement programme will now be developed, and written up as a project brief to be agreed by the Adaptation Panel at their meeting on 9 April 2013.

7 Review of Consultative Arrangements and Community/Stakeholder Engagement

Contact Officer/Broads Plan Objective: Andrea Long/Nil

- 7.1 At its meeting on 22 March 2013 the Authority considered the findings of the Review of Consultative Arrangements and Community/Stakeholder Engagement that had been taking place during 2012/13. The Authority noted the contents of the Final Report and endorsed the recommendations and actions (see Appendix 2). The Authority also agreed the revised Terms of

Reference for the Broads Forum. Full details can be found on the Authority's website.

8 Equalities

Contact Officer/Broads Plan Objective: Sarah Endersby/Nil

- 8.1 At its meeting on 22 March 2013 the Authority adopted an Equality Policy and was briefed on further work that was being undertaken to ensure that the Authority complies in full with the Equality Act 2010. The Equality Policy is intended to assist the Authority in putting into practice its commitment to provide equality and avoid unlawful discrimination in all areas of employment and service provision.
- 8.2 The Policy applies to all individuals associated with the Authority as either a member, employee (current, prospective or previous) or volunteer. It provides guidance – primarily but not exclusively intended for officers – in complying with good practice when dealing with service users in person, through electronic means, over the telephone or in writing. It also sets out a process for dealing with complaints and disputes, which could result in disciplinary action being taken against staff in certain circumstances. This is backed up by the Code of Conduct for Employees.
- 8.3 However this remedy is not available for members, and the existing Code of Conduct for Members, adopted by the Authority in May 2012, makes no reference to the key principles enshrined in the legislation - that members should treat other persons equally and with respect, and should not engage in any forms of discrimination, harassment or victimisation against others (whether or not related to the protected characteristics). The Authority therefore agreed to review and update the Code of Conduct for Members to allow a revised Code to be considered by the Authority at its next meeting in May 2013.

9 Review of Terms of Reference of Committees

Contact Officer/Broads Plan Objective: John Organ/Nil

- 9.1 At its meeting on 22 March 2013 the Authority agreed proposed changes to the Authority's Terms of Reference of Committees, including those for the Navigation Committee to ensure that the wording concerning the powers reserved to the Navigation Committee 1(1) particularly (ii) (a) – (g) was exactly the same as that in the Norfolk and Suffolk Broads Act 1988 as amended by the 2009 Act <http://www.broads-authority.gov.uk/authority/meetings/constitution-documents.html>

10 Timetable of Meetings

Contact Officer/Broads Plan Objective: John Organ/Nil

- 10.1 At its meeting on 22 March 2013 the Authority agreed the meeting timetable for the period July 2013 to July 2014. In addition to the already scheduled Navigation Committee meeting on 6 June 2013, Navigation Committee

meetings have been scheduled for 5 September 2013, 24 October 2013, 12 December 2013, 27 February 2014, 24 April 2014 and 5 June 2014.

11 Department for Transport Funding for Cycling in National Parks

Contact Officer/Broads Plan Objective: Adrian Clarke/TR1-2

- 11.1 The Department for Transport (DfT) is inviting Local Authorities, in partnership with National Parks, to bid for a cycle grant to support improvements in cycling infrastructure to enable people to cycle in and around National Parks.
- 11.2 The Authority is working with Norfolk County Council to look at the proposals in the Three Rivers Way (3RW) project and particularly the elements of the scheme that link Hoveton with Horning and just possibly Horning with Ludham Bridge.
- 11.3 It is considered that the 3RW meets the aims of the Integrated Access Strategy as it provides links between public transport facilities (Wroxham Station and various bus stops), cycle hire facilities at Horning and a range of destinations and facilities that visitors to the Broads value. The scheme would also improve safety for travel to school and to local facilities and provide improved opportunities for boaters to access the villages in the area from existing moorings.
- 11.4 Norfolk County Council is considering what it can offer in terms of match funding by way of offering land as well as a contribution from existing budgets over two years. It is likely that if a viable scheme is designed, the Council would look for an additional contribution from the Broads Authority.
- 11.5 It should be noted that competition for funding will be high and the timescale for putting together bids for funding, including demonstrating that match funding is available, is quite tight. Additionally there are further factors that will be considered by the DfT when applications are determined. These include detailed consideration of the strategic, economic, financial, economic and deliverability cases put forward by scheme applicants. A Sustrans run seminar in March 2013 helped to explain the likely judging criteria.

12 Hire Boat Tolls

- 12.1 Following representations from the Broads Hire Boat Federation concerning difficult trading conditions experienced by operators and cash flow problems, the Authority has agreed to reschedule the payments for hire boat tolls for one year only because of the exceptional circumstances so that they can be paid in the following manner:

- 1 April – 1/6th
- 1 May – 1/6th
- 1 June 1/6th
- 1 July the balance of ½

subject to:

- (1) the payments being made in a timely manner to avoid the Tolls Team wasting time chasing payments;
- (2) those members of BHBF who choose to use Hoseasons to pay the Tolls on their behalf instructing the agent to pay 50% immediately and 50% on 1 July.

The Authority will review the payment schedule for next year in the Autumn as part of the normal Tolls process when the performance from this year's season is clear.

13 Navigation Patrolling and Performance Targets

Contact Officer/Broads Plan Objective: Adrian Vernon/NA4.3

- 13.1 The figures for February and March (Appendix 3) reflect the poor weather but during that time a large amount of training and practical work has been undertaken. On 18 March the summer seasonal staff returned and the team now comprises of ten full-time plus seven summer seasonal rangers including two new full-time rangers (one who has previously been a seasonal ranger) and two new seasonal rangers (one who has been a volunteer and the other who has been a volunteer and a part season ranger covering sickness). The new staff are undergoing intensive training before being signed off as authorised to conduct their full range of duties.

14 Sunken and Abandoned Vessel Update

Contact Officer/Broads Plan Objective: Adrian Vernon/NA4

- 14.1 The small cruiser sunk at Beccles shown in the last report has now been raised by the owner. A verbal update will be given regarding the raising of the sailing vessel in Oulton Broad and the cruiser at Beccles both of which should have been dealt with by then. Details are included at Appendix 4

15 Planning Enforcement Update

Contact Officer/Broads Plan Objective: Adrian Vernon and Cally Smith/None

- 15.1 Following queries raised by a member it was agreed to provide regular updates on the position regarding relevant planning enforcement actions. These details are included at Appendix 5.

Background papers: None
Author: John Organ
Date of report: 27 March 2013

Broads Plan Objectives: Multiple

Appendices: APPENDIX 1 – Outline of the Next Phase of Stakeholder Engagement over Climate Change for the Broads
APPENDIX 2 – Review of Consultative Arrangements and Community/Stakeholder Engagement Key Findings and Recommendations.
APPENDIX 3 – Report on the Significant Exercise of Powers by the Rangers during February 2013 to March 2013
APPENDIX 4 –Report of Sunken and Abandoned Vessels
APPENDIX 5 – Planning Enforcement Update

Outline of the Next Phase of Stakeholder Engagement over Climate Change for the Broads

What are we talking about?

- A 12(-18) month project to engage with key stakeholders in the Broads to help them look ahead on how to cope with a changing climate
- A partnership approach led by the Broads Authority but closely allied with statutory authorities and with the open support of other organisations
- Developing an agreed picture of what climate implications lie ahead for the Broads
- Creating a framework for change to get the best for the Broads as the coping range for the climate alters

Who are the initial targeted stakeholders?

- Parish councils: the democratic representatives of our communities
- Business – especially farmers/landowners/ land managers and those that use the land and water they manage
- Young people – aged ~17 to 25: as they are the people who will need to particularly cope differently
- The project would use the Broads Forum as a touchstone and could seek to tap into the Broads Society (helping them reach into new areas and fostering a strong community perspective)

What would we do?

- First phase: information sharing (months 1 to 6)
 - Building awareness of our interest in working with the targeted stakeholders and why action is needed
 - Sharing what is known about the likely climate changes and how they impact on the special qualities of the Broads and the things people do
- Second phase: working with stakeholders on understanding and reviewing the implications (months 3 to 9)
 - Using existing methodology explore predicted implications to understand likely change to the special features within the Broads
 - Revise understanding with the benefit of different perspectives (or confirm content through those different perspectives)
 - Gather thoughts on what information is still needed to help choices – what would be the research and data collection priorities in the short and medium terms
 - Start identifying options to cope with, and get the best from, those changes
- Third phase – devising a framework for change (months 7 to 12)
 - Exploring what would need to alter to keep the Broads special
 - Identifying how the alterations/adaptations could happen
 - Identifying the timescale of various actions

- Fourth phase – publishing a plan (months 11 to 15)
 - Agreeing a plan of action for the Broads and making it widely available. This action is likely to include undertaking new research, collecting more data, developing new policies and governance routes, designing and implementing small scale adaptation project, engaging in wider and more specific dialogue
 - Establishing a way forward to enable the plan to be helpful

How would this be accomplished?

- Identify a project leader and commit the time to it
- Establish a strategic reference group to support the lead and build collective ownership of the way forward
- Identify sufficient supporting cash/resources from a range of sources
- Agree a reporting back mechanism to keep the process open and transparent
- Create a small internal working team
- Bring in other expertise when required and to ensure understanding and learning is shared internally as well
- Develop good but simple supporting material
- Reach out to the targeted participants by looking to meet them in their locality and at times convenient to them
- Seek to record the engagement process as it proceeds to help involve people and monitor changes in attitude

APPENDIX 2

Review of Consultative Arrangements and Community/Stakeholder Engagement Key Findings and Recommendations

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

| Recommendations | Actions | Lead | Progress |
|---------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------------------------|
| B2: Strengthen communication between Forum members and constituent groups | Nominate 'correspondent' for each group on Forum with whom the Forum representative member will liaise, and provide supporting information | JO/ MIC | By April 2013 |
| | Review list of Forum groups and invite suggestions for new groups | JO | By April 2013 |
| B3: Raise profile of Forum and its members | Provide dedicated Broads Forum page on BA website – to include who's who of members, meetings timetables, contacts, comments box, etc | Com ms/M IC | By July 2013 |
| B4: Encourage more ownership of Agenda by Forum groups | Include 'Parish issues' as standing item on agenda | JO | From April 2013 |
| | Strengthen membership attendance rules | JO | New wording included in revised Terms of Reference |
| | Publicise timetable of meetings to all Forum groups (via correspondent) and wider public (via BA website) | JO | From April 2013 |
| B4: Increase public access to Forum | Reinforce ability of members of public to attend Forum meetings and pose issues for debate by Forum members | JO | New wording included in revised Terms of Reference |
| | Create and publicise Forum website page on BA website (see above) | JL | By July 2013 |
| B5: Review Terms of Reference | Review and as necessary redraft Terms of Reference to reflect agreed review recommendations | AL/J O | Terms of Reference redrafted; to be adopted by May 2013 |
| C. Regular consultative committees/forums - other | | | |
| C1: Review Broads Local Access Forum (LAF) | Examine arrangements of National Park Authorities in regard to County Council access officer attendance at LAF meetings and encourage stronger links | BLAF chair/ BA chair | In progress - Norfolk County Council officer invited to March BLAF meeting |
| C2: Review Navigation Committee | No changes recommended | | n/a |
| D. Community engagement mechanisms | | | |
| D1: Establish Parish Forums | Prepare proposals for establishment of (x4) area based parish forums in consultation with parish councils. Pilot and review proposal | AL | Included in BA Strategic Priorities for 2013/14 - pilot by Sept 2013 |
| D2: Consider | Online forums researched and BA/Broads | | n/a |

| Recommendations | Actions | Lead | Progress |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-------------|--------------------------------------------------------|
| establishment of BA online public forum | Forum members consulted; idea not progressed at this stage | | |
| D3: Review structure/ format of BA annual meeting | Dockyard Open Day to be held in June 2013 as a trial of a new format; other formats to be considered | JP | In progress |
| D4: Improve information delivery to Broads residents | Produce residents' newsletter | Comms | Identified in BA Comms Team Work Programme for 2013-14 |
| D5: Make better use of non-BA led engagement methods | Investigate use of citizens panels (including Norfolk County Council citizens' panel), council newsletters/ mailouts, etc | AL | In progress |

APPENDIX 3

Report on Exercise of Powers by Authorised Officers – Report to be completed for every Navigation Committee

| Rangers Exercise of Powers Analysis <i>(Bracketed figures are running totals, April 2012 to March 2013)</i> | | | | | | | Date: FEB & MAR 2013 | |
|----------------------------------------------------------------------------------------------------------------|------------------------|------------------|--------------------------------------------|---------------------------|------------------------|-----------------------------|---------------------------------------|---------------------------------------|
| Launch Patrol Areas | Wroxham Launch | Irstead Launch | Ludham Launch | Ludham 2 Launch | Norwich Launch | Hardley Launch | B.St.Peter Launch | Breydon Launch |
| | Wroxham and Upper Bure | Ant | Hickling, P.Heigham, Upper Thurne & Womack | Lower Thurne & Lower Bure | 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 (99) | (89) | 1 (110) | 2 (79) | (16) | | (18) | (24) |
| Speed | 58 (3370) | (496) | 15 (525) | 2 (493) | (224) | (204) | (267) | 4 (215) |
| Tolls offences | 3 (189) | (143) | (25) | 1 (17) | (10) | (4) | (10) | 1 (3) |
| Other | 6 (120) | (20) | 5 (19) | 1 (23) | (15) | (10) | (39) | 3 (56) |
| Blue Book Warnings | | | | | | | | |
| Care & Caution | (6) | (3) | (2) | (3) | (1) | (1) | (4) | (2) |
| Speed | 1 (82) | (16) | (3) | (38) | 1 (10) | 2 (11) | (22) | 1 (14) |
| Other | 2 (23) | 1 (5) | (3) | (2) | (4) | (2) | 1 (12) | 1 (5) |
| Reports for Prosecutions | (1) | | (1) | (1) | | | (1) | (6) |
| Special Directions | 3 (3) | | | | | (36) | (171) | (42) |
| Toll Compliance Reports | | | | | | | | |
| Non Payment | 2 (135) | 2 (33) | (41) | (31) | (67) | (63) | 2 (133) | (46) |
| Non Display | (86) | 2 (13) | (5) | (11) | (20) | (92) | (81) | (13) |
| 28 Day request for information | (2) | | (8) | (15) | (4) | (1) | (1) | (1) |
| BSS Hazardous Boat Inspections | | | (1) | | 1 (2) | | | |
| Enter Vessels Under BSS | | | | | 1 (2) | | | |
| Launch Staffed | 26 (222) | 10 (94) | 20 (162) | 4 (89) | 15 (154) | 5 (111) | 16 (161) | 19 (248) |
| Best Value Patrol Targets Percentage Compliance | 556% (301%) | 46% (99%) | 150% (132%) | 262% (165%) | 250% (196%) | 167% (186%) | 178% (137%) | 429% (211%) |
| Volunteer Patrols | 14 (42) | 7 (15) | | 4 (32) | 1 (18) | (9) | 1 (8) | |
| IRIS Reports | 3 (105) | 4 (46) | 3 (27) | 1 (44) | 6 (67) | 4 (42) | 3 (56) | 7 (108) |
| Broads Control Total Calls | TOTAL | 3,735 (35,064) | | Telephone | 3,284 (28,313) | VHF | 451 (6,751) | |

APPENDIX 4

Sunken and Abandoned Vessels

| Description | Location found | Action | Abandoned /Sunken Notice Affixed | Result |
|--------------------------------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Abandoned/Sunken small cabin cruiser | Upstream end of Thorpe New Cut. | No known owner. Abandoned vessel notice issued | yes | Liaison with Network Rail engineers continues. |
| Abandoned/Sunken cruiser | Eastern side of Upstream end of Thorpe New Cut | New sunken vessel with no known owner. | yes | Recently sunk and now abandoned, it is hoped it will be removed when Network Rail give permission for our crane to be used in the area. |
| Abandoned/Sunken wooden cruiser | River Waveney Beccles | It is hoped that this vessel will be raised and removed when the BA undertake work in the area. | no | Our contractors are in the area and have been asked to raise the vessel. |
| Abandoned/Sunken wooden cruiser | Upstream end of Thorpe New Cut. | Vessel abandoned after sinking. Abandoned vessel notice affixed | Yes | As above we have arranged a meeting with Network Rail engineers to facilitate use of our crane rig close to the railway line. |
| Sunken Wooden Cruiser | Norwich Riverside | Vessel marked owner not contactable, it is hoped that the City Council will pay for the raising and removal as part of their eviction process in the area. | No | |
| Sunken small sailing cruiser | Oulton Broad | To be raised by the owner or Waveney District Council | No. | Council has tried once and will try again in early April. |

APPENDIX 5

Enforcement Update

This table shows the updates on enforcement matters relating to Navigation matters currently under consideration since the last Navigation Committee on 28 February 2013.

| Committee Date | Location | Infringement | Action taken and current situation |
|---------------------------------------------------------|------------------------------------------------------------------------------------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7 December 2007 23 April 2010 | South side of Thorpe Island (New Cut) | Unauthorised mooring of vessels | <ul style="list-style-type: none"> • Authorisation to serve any necessary notices and take enforcement action following legal advice • Network Rail wrote directly to those concerned and set in train procedures for notices to quit land • Network Rail procedures underway • Trespass Notices and Injunctions served |
| 5 December 2008 5 March 2010 16 July 2010 | “Thorpe Island Marina” West Side of Thorpe Island Norwich (Former Jenner’s Basin) | Unauthorised development | <ul style="list-style-type: none"> • Temporary Stop Notice served on 10 and 11 November 2008 and Enforcement Notice served on 12 November 2008 with compliance required by 11 January 2009 • Authorisation granted to initiate prosecution proceedings should compliance not be achieved • Landowner served with Section 330 Notice on 11 August 2011 • Enforcement Notices served on 7 November 2011 on landowner, third party with legal interest and all occupiers. Various compliance dates from 12 December 2011 • Appeal lodged on 6 December 2011 • Public Inquiry took place on 1 and 2 May 2012 • Decision received on 15 June 2012. Inspector varied and upheld the Enforcement Notice in respect of removal of |

| Committee Date | Location | Infringement | Action taken and current situation |
|-----------------|------------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 March 2013 | | Further unauthorised development | <p>pontoons, storage container and engines but allowed the mooring of up to 12 boats only, subject to provision and implementation of landscaping and other schemes, strict compliance with conditions and no residential moorings</p> <ul style="list-style-type: none"> • Challenge to decision filed in High Court 12 July 2012 • High Court date set for 26 June 2013 • Planning Contravention Notices and S330 Notices served 21 February 2013. Responses being received • Injunction to be issued, subject to legal advice |
| 4 November 2011 | Plots 37 and 38 Crabbetts Marsh, Horning | Unauthorised development of piling | <ul style="list-style-type: none"> • Authority given for enforcement notices to be served • Enforcement Notice served on 18 November 2011 • 19 December 2011 meeting with landowner • Appeal submitted. Start date 3 February 2012 • Appeal dismissed and enforcement notice upheld with corrections. Planning permission refused - 24 July 2012 • Period for compliance 2 calendar months - by 13 October 2012 • Compliance not achieved. • Authority given for prosecution 9 November 2012 • Prosecution papers filed • Court Date 10 April 2013 |
| 28 March 2013 | Former drainage dye adjacent to Newlands | Unauthorised installation of mooring platform | <ul style="list-style-type: none"> • Authority given for the serving of an Enforcement Notice for the removal of the platform and restoration of the site, with a period of compliance of three months; and that in the event of non-compliance, authority be given for |

| Committee Date | Location | Infringement | Action taken and current situation |
|-----------------------|-----------------------------------|----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Caravan Site | | prosecution(in consultation with the Solicitor) |
| 28 March 2013 | Freedom Boating Holidays, Horning | Unauthorised stationing and use of a number of static caravans | <ul style="list-style-type: none"> Authority given for the serving of an Enforcement Notice in consultation with the Solicitor requiring the removal of the caravans and the restoration of the site, with a period of compliance of three months; and that in the event of non-compliance, authority be given for prosecution |