

Navigation Committee

Agenda 20 October 2022

10.00am

Waveney Meeting Room, Yare House

John Packman, Chief Executive – Thursday, 13 October 2022

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Introduction

1. To receive apologies for absence
2. To receive declarations of interest
3. To note whether any items have been proposed as matters of urgent business
4. Public question time – to note whether any questions have been raised by members of the public
5. **To receive and confirm the minutes of the Navigation Committee meeting held on 9 June 2022** (Pages 3-10)
6. **Summary of actions and outstanding issues following discussion at previous meetings** (Pages 11-16)

Reports for information

7. **Chief Executive's report and current issues** (Pages 17-24)
Report by Chief Executive
8. **Navigation annual income and expenditure 1 April to 31 August 2022** (Pages 25-41)
Report by Director of Finance
9. **Licensing all craft hired on Broads waterways** (Pages 42-48)
Report by Director of Operations
10. **Waterways Specification Compliance** (Pages 49-59)
Report by Waterways and Recreation Officer and Rivers Engineer Operations

11. **Construction, Maintenance, and Ecology work programme – progress update** (Pages 60-67)
Report by Head of Construction, Maintenance, and Ecology

Other matters

12. **To note the date of the next meeting – Thursday 12 January 2023 at 10.00am, venue to be confirmed.**

Navigation Committee

Minutes of the meeting held on 09 June 2022

1.	Apologies for absence	2
	Recordings	2
	Welcome	2
2.	Declarations of interest	2
3.	Matters of urgent business	2
4.	Public question time	2
5.	Minutes of last meeting	2
6.	Summary of actions and outstanding issues following discussions at previous meetings	2
7.	Chief Executive's report and current issues	3
8.	Construction, Maintenance and Ecology work programme – progress update	4
9.	Navigation annual income and expenditure 2021/22	5
10.	Draft Broads Plan – consultation	5
11.	Issues and Options Local Plan – for consultation	7
12.	Date of next meeting	8
13.	Exclusion of the public	8
14.	Exempt minutes of last meeting	8

Present

Nicky Talbot – in the Chair, Linda Aspland, Mike Barnes, Harry Blathwayt, Stephen Bolt, Leslie Mogford, Paul Thomas and Alan Thomson

In attendance

Natalie Beal – Planning Policy Officer, Michelle Glover - Governance Officer, Dan Hoare – Head of Construction, Maintenance and Ecology, Emma Krelle – Director of Finance, Emily Leonard – Project Support Officer, John Packman - Chief Executive, Rob Rogers - Director of Operations, Sara Utting – Senior Governance Officer

Also in attendance

Bill Dickson

1. Apologies for absence

Apologies were received from Matthew Bradbury, Greg Munford and Simon Sparrow.

Andy Hamilton attempted to join the meeting but unfortunately was not able to connect due to IT issues.

Recordings

The Chair announced that the meeting would be recorded and that the video recording would be available on the [Broads Authority's YouTube channel](#).

Welcome

The Chair welcomed all to the meeting.

2. Declarations of interest

No declarations of interest were made.

3. Matters of urgent business

No items were proposed as a matter of urgent business.

4. Public question time

No public questions were raised.

5. Minutes of last meeting

The minutes of the meeting held on 14 April 2022 were confirmed and would be signed by the Chair as a correct record of the meeting.

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.

The Chair thanked everybody for the excellent work getting Burgh Castle ready in time for the season.

The Chief Executive (CE) confirmed that the information in the Summary of Progress was up to date. As regards Carrow Bridge, the Director of Operations (DoO) confirmed that Norfolk County Council was not going ahead with major resurfacing which would result in the bridge being sealed shut, but they did still need to do some repair work to the road surface, the full details of which were, as yet, unknown.

The report was noted.

7. Chief Executive's report and current issues

The Chief Executive (CE) introduced the report and provided some updates as follows.

Since the agreement to recommend to the Authority that British Marine's Quality Accredited Boatyard scheme (QAB) be incorporated into the Authority's hirer boat licensing conditions, the Marine Accident Investigation Branch (MAIB) published its report into the Diamond Emblem 1 accident. The recommendations outlined on page 19 (of the Navigation Committee report) included one regarding British Marine's QAB which is very similar to that made by the Navigation Committee, and at the Broads Authority meeting on 13 May, that recommendation was adopted.

The Authority had since written to all hire boat yards alerting them to the requirement. There had also been discussion with British Marine who will provide support, training and advice to hire boat yard owners.

The requirement of the Broads Authority to reply to the recommendations from the MAIB within 30 days, was met.

There was a particular issue raised at the last Broad Authority meeting about the retention of RCD information, and this has been researched. The recommendation was that the Authority should retain a copy of the Declarations of Conformity and other associated information, demonstrating compliance with the requirements of the Recreational Craft Directive for all boats operating in their waters.

The response sent back to the MAIB read: "An RCD issued to a new fully constructed vessel is accepted as evidence that it complies with the construction equipment standards as per section 12 of the Broads Authority Act 2009. After four years the vessel has to be retested to ensure it is still compliant. The Broads Authority will retain the RCD certificates from the manufacturers for a period of seven years, as per the Broads Authority's data retention policy. Please note manufacturers are legally required to retain the RCDs for 10 years. After four years and in accordance with the Broads Authority Act 2009, any hire vessel operating on the Broads Authority's waterways will require a boat safety scheme (BSS) certificate."

The CE drew attention to Appendix 5 listing 13 prosecutions for navigation offences since 2 February 2021. It took some time for these figures to work through the system and for that reason this figure actually represented prosecutions over two years. The number of

prosecutions was therefore a very small number compared to the 12,000 (approximately) boats on the Broads. The CE added that these prosecutions were for serious offences where other craft were endangered. Similarly, with the tolls prosecutions, these were resolved as much as possible before having to go to court, and so the list was relatively short. The majority of people who used the waterways did so with a great deal of care, so although this list of prosecutions for other offences looked serious, there were a relatively small number of serious incidents on the Broads.

A member asked for clarification on when the compliance for the new requirement would be implemented from. The CE confirmed that it would be implemented from 1 April 2023, and added that British Marine were being very helpful in terms of offering support to all hire boat operators.

A member asked if the accredited boatyard scheme would apply to those yards offering sailing boats for hire, and also canoes and/or paddleboards. The DoO confirmed that the QAB was only for hire boat operators, so that did include sailing vessels under the new hire boat code, but it currently did not include the small independents operating stand-up paddle boards or canoes. This topic had however been discussed, and the aim would be to bring all types of craft into a licensing scheme.

The report was noted.

8. Construction, Maintenance and Ecology work programme – progress update

The Head of Construction, Maintenance & Ecology (HCME) presented the report, supplemented by a presentation showing maps of Oulton Broad before and after dredging. This showed significant improvement in water depths in the most frequently used areas of Oulton Broad, although there was still work to do.

A member asked if hydrographic maps were available for other areas of the Broads. The HCME confirmed that all of the updated hydrographic maps were published annually on the Broads Authority's [Water Depths and navigation notes](#) web pages.

A member asked if there was any further update on the signage improvement on the approaches to St. Olave's road bridge. The HCME confirmed that rangers identified that review was needed in that area, particularly with advance warning for bridge heights and guidance through bridge structures in terms of where vessels should be positioned in the channel. There was a range of other new additional signage in progress, and work was planned to be completed by the end of July.

A member asked what proportion of time was spent at Oulton relative to other sites, and once the planned dredge campaigns were complete, whether any further work would be required. The HCME confirmed that the bulk of the identified sediment would be removed in Oulton by this project, as there was capacity available at Peto's Marsh. The program at Peto's to recreate the reed bed area would take at least another two years of dredging to complete.

The DoO commented that during 2021-22 teams were working under extremely difficult conditions maintaining staff through Covid, and through prioritisation the delivery on network was maintained. The DoO thanked the HCME and his team for maintaining that priority: it showed good Covid practice, isolating teams where necessary, working in bubbles and maintaining their work through the pandemic.

The report was noted.

9. Navigation annual income and expenditure 2021/22

The Director of Finance (DoF) introduced the report and added that there have been no further changes since the report was produced and this would be the basis for the draft Statement of Accounts.

Training has been scheduled for members on the statement of accounts for 20 July, and invites would be sent out shortly.

Income so far for 2022/23 at the end of May 2022 saw that private craft toll income was broadly on target. Hire craft tolls was currently showing a £17,666 deficit behind the annual budget. Comparisons to previous years were difficult due to the impact of Covid-19 but the forecast for the remainder of the year should become clearer in June.

Although no formal update on 2022/23 expenditure, the DoF reported that the unions had started negotiations with the National Joint Council (NJC) who agreed pay on behalf of employers for the 2022/23 pay settlement. The unions' opening proposal was either a minimum of £2,000 to each employee or Retail Price Index (RPI) increase, whichever was higher. RPI was currently at 11.1%. When the budget was set an allowance was made for 2%, and members may be concerned about the large difference between the two, but the unions' opening proposal for 2021/22 was 10% and staff eventually received 1.75% in March. The DoF would report back when there was further information.

The report was noted.

10. Draft Broads Plan – consultation

The CE introduced the report and provided clarification on the difference between this item and the following one, which related to the Local Plan.

He advised that the Broads Plan (item 10) was the management plan for the Broads that the Authority was required to review every five years. This was not a plan for the Broads Authority (BA) but a plan for the Broads. Partners of the Authority were also deliverers of the Broads Plan. The Local Plan (item 11) was specifically around the Authority's planning function and set the policies and guides development in the Broads.

Early drafts of the Broads Plan were introduced in two workshops (September 2021 and January 2022), and at the last Broads Authority meeting it was agreed that it was ready to go out for consultation. The CE confirmed that it was now out for public consultation and that

period would last until 15 July. The Navigation Committee's views were sought on the draft Broads Plan.

There was an opportunity for members, as individuals or organisations, to respond to the consultation up until 15 July, when all the received comments would be examined, and it could be considered as to whether any amendments needed to be made to the Draft Plan.

A member asked if some reference to the topic of rewilding, and the fact that it was not necessarily appropriate to the man-made Broads should be mentioned in the Plan. There was a great deal of discussion about rewilding in the press, specifically in relation to national parks, and it may be appropriate to make some reference to the subject. The CE responded that the Broads was very different from the other national parks which may be more suitable for rewilding. In terms of the Broads there were some sites that had been identified by land owners which may benefit from rewilding, but for most of the Broads it was a case of managing it to retain and enhance its existing biodiversity. The CE confirmed that he would see if a reference to rewilding could be included in the Plan. The difficulty with documents that covered a long time-span was keeping up with the latest views. The Authority had tried to keep the document at such a level so that it would last its life-span of five years but all comments would be taken on board.

A member asked about the sustainability of the Plan, especially in terms of affordability and access to resources, and asked if this could be a concern. The CE responded that the difficulty in any form of planning at the moment was the degree of uncertainty going forward was high and agreed that it was difficult to know what resources may be available. The National Park grant was likely to be fixed at a cash level for the next three years, so with inflation running close to 10 or 11%, that was a concern for the Authority. However, Defra may provide some additional funding for specific targeted areas of work. The Authority may be able to deliver some of the key priorities in the document because the document followed some of the national priorities of the government. The main income stream from toll payers seemed to be on track, as did the income from private boats. Inflation however was always a concern, and this was having an impact on navigation in terms of resources such as steel, wood, aggregate and fuel. The Plan tried to strike a balance between being ambitious about what could be achieved in five years and a level of realism about costs. The October meeting on the budget and tolls would be a crucial meeting for all to discuss what had happened to inflation by then, to the lines of income, and what it meant for the following financial year.

A member commented that there could be more information in the Plan as regards increased access for people with disability or mobility issues. The CE responded that that could certainly be looked at, and commented that organisations like Waveney Sailability did an excellent job in terms of people with disabilities and had specific provisions which allowed people to easily get on and off a boat, similarly with the Nancy Oldfield Trust. There may be a broader issue about the level of provision that the hire boat industry made for disabled people which was perhaps something that the CE and Chair can discuss with the Hire Boat Federation.

11. Issues and Options Local Plan – for consultation

The Planning Policy Officer (PPO) introduced the report and her role in producing the Local Plan. The Local Plan contained land allocations for certain development and policies that helped guide decisions on development proposals. These policies were used by development management officers when they considered planning applications. The Local Plan contained policies on such things as housing numbers, energy, water, climate change, affordable housing and open space.

The process for producing a Local Plan and its content was guided by national policy, national guidance and various Acts. It was regulated and there were certain steps which were necessary to do. The current Local Plan, which was adopted in 2019, was being reviewed because it needed updating.

The Issues and Options document was the first round of public consultation and engagement on producing a new Local Plan. It did not contain policies at the moment, but it raised some issues and topic areas. It talked about some potential options and asked a few questions. It also asked what people thought of the current policies. The Navigation Committee was invited to comment on the draft sections.

The Authority would be undertaking a call for sites for residential dwellings (Broads-wide), Gypsy and Traveller sites (Great Yarmouth Borough Council only), residential caravans (Great Yarmouth Borough Council only) and residential moorings (Broads-wide). The gaps in the plan in front of them were design, housing numbers (17 a year), Gypsy and Traveller need in GY (10 pitches) and residential caravans in GY (12). Information from research into this topic would be going to Planning Committee at the end of June. The residential mooring study was still awaited.

The Issues and Options document also dealt with the issue of placing new quay heading in front of old quay heading. Over time, by this action, the width of the waterway was gradually reduced. The section in the document asked what can be done about this.

The consultation on Issues and Options would most likely start at the end of July or early August, and would continue for approximately 10 weeks. The Authority aimed to hold some drop-in events in the north, centre and south of the Broads. The design guide and Local Plan would be topics for discussion at those events.

The Chair commented that the issue of quay heading in front of quay heading was an area for debate and supported seeking clarity on that issue by including it in the Issues and Options document.

A member commented that although reed and sedge cutting were mentioned further on in the Issues and Options document, it would be useful to have them in the economy section as well. The PPO made a note to add that information to the document.

The DoO commented that people pile in front of piling because it was expensive to remove piling and take out all the tie rods: it was easier to pile in front and then cut through and redo it again. It was a challenge to stop some of this development because some sections of piles

were very large. Some river sections could not withstand this kind of encroachment and a pinch point would be created. The Chair suggested that this topic could be added as a future agenda item in order to bring awareness of the pinch points and other issues that could occur through double piling. A member supported the Chair's suggestion and added that it would be useful to have actual examples of where this had occurred and the impact that it had had so that useful discussion could be had. A member made comment that by narrowing the river in this way, it may increase the risk of flooding. The PPO said that when the consultation ends and comments have been received, the PPO would present those comments at a future Navigation Committee meeting, including those on quay heading over quay heading, and see how members would like to proceed.

A member commented that in the report there was not much mention of solar panel energy in the Plan. The PPO responded that solar energy was tackled under the section that asked for comments on the Authority's existing policies, as there was a policy on renewable energy. The Issues and Options talked about wind energy specifically because there was a specific national direction on what to do with wind and the Issues and Options document discussed potential changes to the approach set out currently in the Local Plan.

12. Date of next meeting

The next meeting of the Navigation Committee was on 1 September 2022, commencing at 10am and would be held remotely.

13. Exclusion of the public

Proposed by Harry Blathwayt, and seconded by Mike Barnes.

It was resolved by consensus that the public be excluded 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.

The recording was suspended.

14. Exempt minutes of last meeting

The exempt minutes of the meeting held on 14 April 2022 were confirmed and would be signed by the Chair as a correct record of the meeting.

The meeting ended at 11:24

Signed

Chair

Navigation Committee

20 October 2022

Agenda item number 6

Navigation Committee Summary of Progress Oct 2022

Title	Meeting date	Lead officer	Summary of actions	Progress so far	Target date
Network Rail Whole Life Strategy	19/10/2017	John Packman	Network Rail Whole Life Strategy planning for swing bridges and replacing Trowse Swing Bridge with fixed bridge.	<p>As expected, swing bridges expanded in July's high temperatures, with periods when they could not open. Somerleyton affected more than Reedham, which is kept cooler by prevailing wind. Following consultation with key user groups, 'High Impact' days (when groups on organised dates and higher usage of swing bridges expected) shared with Network Rail (NR), who had engineering staff on standby to respond to mechanical issues on these key dates. Officers continue to liaise with NR and communicate issues as they arise. Next meeting planned for Oct review performance of swing bridges during summer period.</p> <p>Oct 2019: Need for display of red flags at bridges and Christmas and Boxing Day cover raised at meeting with local NR manager in Oct. Following consultation with NSBA and other stakeholders, officers reinforced importance of retaining red flags and agreed, based on last year's evidence, that bridge operators do not need to be on duty on Christmas Day and Boxing Day.</p> <p>7 Jan 2020: Meeting held with NR, who are to examine business case for any replacement at Trowse bridge. Resignalling of whole system commences in February.</p> <p>4 Feb 2020: BA in phone discussion with Network Rail re Trowse - update to be provided at agenda item 11.</p> <p>May 2020: Following sensor replacement works at Somerleyton, Reedham & Oulton, Network Rail believes operational reliability of these bridges will be improved. As we enter Summer 2020 we will monitor opening and breakdowns to ascertain this reliability. BA and NR continue to discuss swing bridge issues. BA also in Working Group with Norfolk</p>	

Title	Meeting date	Lead officer	Summary of actions	Progress so far	Target date
				<p>County Council, Norwich City Council, LEP, NR and Greater Anglia working on Trowse Bridge issues and gathering wider support and funding for replacement/ better operational reliability of this bridge.</p> <p>Jul 2020: Trowse Rail Bridge Working Group continuing to meet. Next phase of project is to meet with Train Services Director for Southeastern - meeting to include spokespeople from working group, incl. John Packman. Further updates provided when meeting date confirmed.</p> <p>Sep 2020: BA written officially to Norfolk County Council regarding Haven Bridge, Great Yarmouth.</p> <p>Dec 2020: Update provided in CEO report (14/01/2021): Authority officers are involved in meetings to discuss the future of Trowse Swing Bridge and the development opportunities in East Norwich presented by three large brownfield sites, namely the Carrow Works, the Deal Ground and the Utilities Site. The Chief Executive and Director of Operations are members of a working group looking at the Trowse Bridge (along with Network Rail, Abellio Greater Anglia, Norfolk County Council, Norwich City Council and New Anglia). The Head of Planning and the Senior Planning Officer sit on another group looking at the development sites. There is an important relationship between the two issues and our officers are making sure that navigation interests are considered.</p> <p>Mar 2021: Director of Operations met with Network Rail (NR) to discuss the multi-million pound refurbishment of the swing bridges (Reedham, Somerleyton & Oulton due to commence in 2022. The NR scheme will see the lifting and turning mechanisms replaced to make the operation of opening and closing the swing bridges more reliable. At the start up meeting, the BA asked if the thermal expansion to the bridges in warm weather could also be addressed. This is being considered by NR. The BA is working with NR on communications, work planning and managing the navigation.</p> <p>July 2021: Director of Operations met with Network Rail contractors undertaking the swing bridge refurbishment to discuss the initial navigational requirements of the works. The refurbishment has been further complicated by the timing of the track closure, which will coincide with the school Easter holidays in 2022. The BA continues to advise on construction and navigational matters.</p>	

Title	Meeting date	Lead officer	Summary of actions	Progress so far	Target date
				<p>Sep 2021: Network Rail's repair work of the swing bridges delayed to October 2022. Design work to commence beginning October 2021.</p> <p>Mar 2022: Dialogue with Network Rails Contractor for the swing bridge refurbishment programmes continues (Murphy's). A date of October 2022 has been agreed for the contractors access and they are planning on 2 x 52hr weekend works and a 16 day blockade. During this time the swing bridge will operate but with 2 x set opening times daily, these will be published nearer the date.</p> <p>May 2022: Senior Operations Officers continue to work with Murphy's to facilitate the delivery of this 10 million pound refurbishment of Reedham & Somerleyton Swing Bridges. Dates of the works have been shared with navigators and regular information will be supplied as the work dates get nearer.</p> <p>Sept 2022: The contractors (Murphy's) reported that due to mechanical parts coming from the Ukraine, a change to the work programme is required. Swing Bridge works will start in September with weekend closures. Main works will commence in March 2023. A NTM has been issued and swing bridge openings have been agreed during work periods.</p>	
<p>Planning application with navigation implications: BA/2018/0466/FUL – Land at Burgh Castle – BFAP Compartment 34</p>	<p>17/01/2019</p>	<p>Rob Rogers</p>	<p>Lease arrangements and repiling at Burgh Castle for reinstatement of free 24-hour moorings.</p>	<p>Following exempt paper considered at Navigation Committee and Broads Authority, officers presented landowner with options on alternative Burgh Castle mooring site, based on recommendations in exempt report.</p> <p>16 Jan 2020: Members supported 99-year lease agreement, including BA taking on full responsibility for piling structure.</p> <p>21 Jan 2020: Management Team agreed 99-year lease at peppercorn rent and for BA to take full responsibility for piling structure at Burgh Castle moorings.</p> <p>27 May 2020: Development and improvements at Belton Reach (new name for Burgh Castle's moved mooring location) progressing from operational planning perspective, but project deferred to 2021/22 due to Covid-19 impact on funding issues.</p> <p>15 Dec 2020: Following funding review by Environment Agency, plans to pile original Burgh Castle mooring site reinstated - EA negotiating site</p>	<p>30/06/2021</p>

Title	Meeting date	Lead officer	Summary of actions	Progress so far	Target date
				<p>access with landowner with view to start pilings works this winter. Separate negotiation taking place between BA and landowner to agree terms of lease for site to enable operation as BA 24-hour free mooring.</p> <p>30 Mar 2021: Environment Agency contractors on site and repiling of Burgh Castle underway. Summary discussions held with landowner's solicitor and draft lease for site under consideration.</p> <p>17 May 2021: Environment Agency completed piling and installing new timber to pile tops. BA sorting lease details with landowner, so when site works are finished it can reopen mooring site - projected timescale is late June 2021.</p> <p>Jul 2021: Re-piling of Burgh Castle mooring completed. The legal agreement between the BA and the landowner is with the landowner's Solicitor. The BA is awaiting the completed document and the site can then be re-opened as a BA 24 hour mooring.</p> <p>Dec 2021: A legal issue raised by the Environment Agency's legal department has delayed this process, which in turn has stalled the signing of the lease between the BA and the landowner. The BA are currently seeking clarification from the EA on how they wish to resolve the matter.</p> <p>Mar 2022: The legal work and finishing off construction works have been completed and the final assessment (carried out by the Ranger Team) is being hindered by high tides obscuring key elements to be checked. Once tides allow this final phase should see Burgh castle mooring open ready for the Easter school holidays.</p> <p>May 2022: The Burgh Castle Mooring is again available as a Broads Authority free 24 hour mooring site and is open to the public.</p> <p>Oct 2022: this item was completed in June 2022</p>	
Landscapes Review	16/01/2020	John Packman	Navigation Committee asked to comment on BA's proposed response to Landscapes Review (Glover report) - to be reported to BA meeting on 31 Jan 2020.	<p>31 Jan 20: BA report on Landscapes Review Proposal 27: A new financial model – more money, more secure, more enterprising; "unnecessary complexities, such as the requirement for the Broads Authority to account for income and expenditure from National Park Grant separately ... should be addressed." BA draft response is that it would be a</p>	

Title	Meeting date	Lead officer	Summary of actions	Progress so far	Target date
				<p>Government decision whether to combine the finances and the BA would await the Government's response.</p> <p>Dec 2020: Still awaiting Government response.</p> <p>May 2021: Written Ministerial Statement expected in late May/early June.</p> <p>24 Jun 2021: Ministerial Statement released. The Government will address the Landscape Review's recommendations in full and consult on draft proposals later this year.</p> <p>Oct 2021: Government response expected to be published in Dec.</p> <p>Dec 2021: Government response delayed until January 2022.</p> <p>Jan 2022: Landscapes review (National Parks and AONBs): government response - GOV.UK (www.gov.uk) published 15 January 2022.</p> <p>Feb 2022: Member workshop held on 24 February to review the Authority's response to the consultation.</p> <p>Mar 2022: Report to Broads Authority 18 March on response to consultation. Response subsequently submitted to Defra.</p>	
Carrow Road Bridge Repairs	15/04/2021	John Packman	Briefing provided at Navigation Committee meeting in April, outlining Norfolk County Council's proposals for the repair of Carrow Road bridge. Further information is awaited from the County Council.	<p>10 Jun 2021: report on the Carrow Road bridge repairs presented to members with the Norfolk County Council (NCC) options report. The Navigation Committee is of the view that NCC's proposal to carry out a minimal repair to Carrow Road bridge, effectively welding it shut so it is unable to open to tall vessels, is totally unacceptable. It would be contrary to NCC's legal obligations under the Norwich Corporation Act 1920, which are to maintain and operate the bridge to allow vessels that require passage to pass. In our view, officers should refuse any Works Licence application for this superficial repair work and NCC should be encouraged to perform repairs in a way that maintains navigation rights to this historic and important gateway to Norwich, in accordance with the legislation. The Broads Authority would like to work with NCC to find a solution that meets the statutory obligations of both organisations.</p>	10/06/2021

Title	Meeting date	Lead officer	Summary of actions	Progress so far	Target date
				<p>Aug 2021: The Chief Executive and Director of Operations met with officers of Norfolk County Council on 17 August to discuss the road bridge repairs following the report to Navigation Committee and NCC wanting to temporarily seal the bridge close for 5 years. The BA is offering collaborative working to find an agreeable solution that protects the rights of navigation.</p> <p>Oct 2021: No further update from NCC. RR and JP to arrange a future meeting with NCC (as reported at NC211021)</p> <p>Dec 2021: Norwich City Council, Norfolk County Council and The Broads Authority met on 8 December to discuss the works proposal submitted for licensing. It was a positive meeting with all partners understanding the different issues each organisation faced with the proposed construction method. Norfolk County Council officers agreed to re-look at road deck construction methods and the timing of the repairs to see if these can better link with the City Council's planned route improvements and still maintain the ability to open the Carrow Bascule bridge. An update was made in the Chief Executive's report, item 7 on the 13 January 2022 Navigation Committee agenda.</p> <p>Mar 2022: Following discussion between the Broads Authority and Norfolk County Council a report to 7 March County Council Cabinet meeting will contain the following short statement:</p> <p><i>Carrow Bridge, Norwich</i> <i>In last year's Highway Capital Report, the need to establish a longer-term solution for Carrow Bridge was highlighted. Discussions are ongoing with key partners, including the Broads Authority, to agree short-term and longer-term options for improvement at this sensitive part of the transport network. The programme of ongoing maintenance works continues on a regular basis.</i></p>	

Date of report: 06 October 2022

Navigation Committee

20 October 2022

Agenda item number 7

Chief Executive's report and current issues

Report by Chief Executive

Purpose

To provide a briefing on significant matters relating to the maintenance and management of the waterways.

Contents

1. Introduction	1
2. Navigation patrolling and performance targets	2
3. Sunken and abandoned vessel update	2
4. Planning enforcement update	2
Appendix 1 – Rangers exercise of powers analysis	3
Appendix 2 – Ranger duties: total time allocated and actual days	5
Appendix 3 – Sunken and abandoned vessels current position as at 06 October 2022	7
Appendix 4 – Prosecutions dealt with in court for non-payment of tolls since 09 June 2022	8

1. Introduction

- 1.1. The past few weeks have highlighted the tremendous economic uncertainty that the country faces with rising levels of inflation, increasing interest and mortgage rates and worries about the level of public expenditure and the financing of debt.
- 1.2. Inflation is having a significant impact on the Authority's expenditure through the cost of raw materials such as wood, steel, diesel and aggregates. The offer of salary increases of £1,925 for all local authority employees would represent a 6.2% overall increase in the Broads Authority's wage bill. That is well above the 2% budgeted for 2022/23.
- 1.3. The Authority is also awaiting the outcome of the review of pensions and monitoring closely the number of boats registered on the Broads. Recent improvements in the

processing of tolls means that a decision on next year's navigation charges can be put on a new timescale and it has been decided, in the light of the rapidly moving economic situation, to consult the Committee on next year's charges on January 12 before the Authority takes a decision on January 20. With the new streamlined arrangements this leaves plenty of time for the circulation of toll reminders by post and email ready for the new financial year.

2. Navigation patrolling and performance targets

- 2.1. The average navigation/countryside splits for the year it set out in Appendix 2. The figures show an 83% Navigation, 17% Countryside split. This variance in the planned programme was due to staff illness and a vacancy in the team mid-season. During the winter works program the variance will be corrected.

3. Sunken and abandoned vessel update

- 3.1. The sunken and abandoned update is contained in Appendix 3. The newly sunken vessel is in the process of being recovered by the owner. The vessel sunk at the Stalham/ Sutton Junction was not able to be recovered by the dredging rig. As it is outside the channel and not affecting the navigation this vessel will be marked but left for landowner to manage. Three Abandoned Vessel Notices have been issued over this period.

4. Planning enforcement update

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

Author: John Packman

Date of report: 07 October 2022

[Broads Plan](#) strategic actions

Appendix 1 – Rangers exercise of powers analysis

Appendix 2 – Ranger duties total time allocated and actual days

Appendix 3 – Sunken and abandoned vessels current position as at 06 October 2022
06/10/2022

Appendix 4 – Prosecutions dealt with in court for non-payment of tolls since 09/06/2022
09/06/2022

Appendix 1 – Rangers exercise of powers analysis

Table 1

Verbal warnings	Wroxham launch Wroxham and upper Bure	Irstead launch Ant	Ludham launch Hickling, Potter Heigham, upper Thurne	Ludham launch 2 lower Thurne and lower Bure	Norwich launch Norwich and upper Yare	Hardley Launch Reedham, Chet and middle Yare	Burgh St Peter launch Oulton Broad and upper/middle Waveney	Breydon launch Breydon water, lower Waveney and Yare
Care and caution	40	7	1	13	6	10		
Speed	672	384	127	68	43	78		30
Other	82	66	6	14	22	8		1

Table 2

Written warnings	Wroxham launch	Irstead launch	Ludham launch	Ludham launch 2	Norwich launch	Hardley Launch	Burgh St Peter launch	Breydon launch
Care and caution	1	1	3					1
Speed	5	3	1				1	1
Other	1	2	4		3	2	2	1
Special directions		25	7		6			

Table 3

Launch patrols	Wroxham launch	Irstead launch	Ludham launch	Ludham launch 2	Norwich launch	Hardley Launch	Burgh St Peter launch	Breydon launch
Launch staffed by ranger	21	25	28	16	30	30	21	27
Volunteer patrols								
IRIS reports	7	4	4	3	8	2	4	9

Table 4

Broads Control total calls

Contact method	Number of calls
Telephone	3147
VHF	429
Total	3576

Appendix 2 – Ranger duties: total time allocated and actual days

Table 1

Broads Authority corporate duties

Work area	Annual allocation (days)	Actual days to date
Training	134	83.14
Broads Control	362	160.34
Team meetings, work planning	356	117.16
Partnership working	76	16.49
Assisting other sections	76	24.39
Billets and boatsheds	25	4.80
Launch – general		1.49
Trailers - general		0.00
Vehicle maintenance		2.16
Other equipment repair		3.15
Total	1029	635.84

Table 2

Navigation duties

Work area	Annual allocation (days)	Actual days to date
Patrolling	2136	1098.48
Escorts	49	14.93
Prosecution files	0	4.93
Bankside tree management	53	11.22
Obstruction removal	36	2.30
Channel markers and buoys	25	10.14
Signs and boards maintenance	34	14.63
Adjacent waters	100	42.64
Reactive mooring maintenance	104.5	2.77
Total	2537.5	1202.03

Table 3

Conservation, recreation, countryside maintenance

Work area	Annual allocation (days)	Actual days to date
Fen management	195	7.97
Lake, riverbank restoration	126	3.24
Invasive species control	22.5	8.65
Other conservation work	148	20.74
Pollution response		1.96
Visitor site maintenance	209	140.72
Public footpath work	44	10.10
Education work	69	6.55
Total	1114.5	249.51

Team total up to 05 October 2022

Percentage Navigation: 83%

Percentage National Park: 17%

Appendix 3 – Sunken and abandoned vessels current position as at 06 October 2022

Description	Location found	Action	Notice affixed	Result
Motor Cruiser	Old River Yare, Thorpe	Vessel sunk at owners moorings	No	Not affecting the navigation
Motor Cruiser	Sutton/Stalham cut	Not able to raise hull with dredging rig. Not affecting the navigation.	No	Vessel marked
Motor Cruiser	River Yare	Vessel Sunk at owners mooring	No	Chasing insurance details.
Motor vessel	River Ant	Unregistered vessel on How Hill 24 hour mooring	Yes	Possible owner failed to come forward with any details or register, vessel to be sold.
Aux Yacht	River Waveney	Unregistered vessel, trespass mooring	Yes	No owner came forward, vessel removed.
Aux Yacht	River Yare	Unregistered vessel	Yes	Owner came forward.

Appendix 4 – Prosecutions dealt with in court for non-payment of tolls since 09 June 2022

Type of vessel	Vessel name	Fined	Costs awarded	Victim surcharge	Compensation
Motor plus dingy		£25.00	£0.00	£34.00	£378.82
Motor		£800.00	£660.00	£100.00	£740.00

Navigation Committee

20 October 2022

Agenda item number 8

Navigation income and expenditure 1 April to 31 August 2022

Report by Director of Finance

Purpose

To present the actual Navigation income and expenditure for the five-month period to 31 August 2022, and provide a forecast of the projected expenditure at the end of the financial year (31 March 2023).

Contents

1.	Introduction	2
2.	Overview of actual income and expenditure	2
3.	Latest Available Budget	3
4.	Overview of forecast outturn 2022/23	4
5.	Reserves	5
6.	Conclusion	6
	Appendix 1 – Navigation actual income and expenditure charts to 31 August 2022	7
	Appendix 2 – Financial monitor: Navigation income and expenditure 2022/23	9

1. Introduction

1.1. This report gives a summary of the income and expenditure for the Navigation budget up until 31 August, 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 income and expenditure by Directorate to 31 August 2022

Directorate	Profiled Latest Available Budget £	Actual income and expenditure £	Actual variance £
Income	(3,582,985)	(3,618,572)	+ 35,587
Operations	1,424,302	1,231,231	+ 193,071
Strategic Services	154,210	146,041	+ 8,169
Finance & Support Services	379,900	343,005	+ 36,895
Projects, Corporate Items and Contributions from Earmarked Reserves	(77,317)	59,966	- 137,283
Net (Surplus) / Deficit	(1,701,890)	(1,838,329)	+ 136,439

2.1. Core Navigation income is above the profiled budget at the end of month five. The overall position as at 31 August 2022 is a favourable variance of £136,439 or an 8.02% difference from the profiled LAB. This is principally due to:

- An overall favourable variance of £35,587 within income:
 - Hire Craft is £7,265 above the profiled budget.
 - Private Craft is £8,659 above the profiled budget.
 - Short Visit and Other Toll income is £12,057 above the profiled budget.
 - Investment income is £7,606 above the profiled budget.
- An underspend within Operations relating to:
 - Construction, Maintenance and Ecology salaries is under the profiled budget by £18,154 due to the 2% budgeted pay rise not being agreed by the National Joint Council (NJC) and the Unions.

- Equipment, Vehicles and Vessels is under the profiled budget by £57,658 due to delays in expenditure from the earmarked reserves.
- Ranger Services is under the profiled budget by £72,992 due to timing differences on salaries and expenditure. The salaries variance is due to the 2% budgeted pay rise not being agreed by the NJC and the Unions. There are also timing differences on launch repairs and maintenance and expenditure from the earmarked reserves.
- Premises is under the profiled budget by £18,049 due to delays in Dockyard expenditure from the earmarked reserves.
- Head Office is under the profiled budget by £16,339 due to timing difference on the lease billing and covid-19 relief being retrospectively applied to 2021/22 rates. This will be corrected in the next version of the 2021/22 Statement of Accounts.
- An underspend within Strategic Services relating to:
 - Visitor Services is under the profiled budget by £12,007 due to timing differences on salaries. This is in part due to the 2% budgeted pay rise not being agreed by the NJC and the Unions.
- An underspend within Finance and Support Services relating to:
 - Asset Management is under the profiled budget by £10,611 due to timing differences on lease payments.
- An adverse variance within reserves relating to:
 - Premises reserve is under the profiled budget due to delays in Dockyard expenditure.
 - Plant, Vessels and Equipment reserve is under the profiled budget due to delays in equipment and vehicle replacements.

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 2022/23. 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 in Appendix 2.

Table 2

Adjustments to Navigation LAB

Item	Authorisation reference	Amount £
Original budget 2022/23 – deficit	Broads Authority 28/01/22 Agenda item number 9	137,119
Approved budget carry-forwards	Broads Authority 13/05/22 Agenda item number 9	75,000
LAB as at 31 August 2022	n/a	212,119

3.2. The LAB therefore provides for a navigation deficit of £212,119 in 2022/23 as at 31 August 2022. This will be balanced through the use of reserves.

4. Overview of forecast outturn 2022/23

4.1. Budget holders have been asked to comment on the expected income and expenditure at the end of the financial year in respect of all budget lines for which they are responsible.

4.2. As at the end of August 2022, the forecast indicates there has been no change compared to the LAB:

- The total forecast income is £3,783,130.
- Total expenditure is forecast to be £4,053,279.
- The resulting deficit for the year is forecast to be £270,149.

4.3. The forecast outturn reflects the following changes from the LAB as shown in Table 3. The forecast deficit represents an adverse variance of £58,030 against the LAB.

Table 3

Adjustments to Forecast Outturn

Item	Amount £
Forecast outturn deficit per LAB	212,119
Increase to Hire Craft Income	(8,690)
Decrease to Private Craft Income	6,950
Increase to investment income due to rate increase	(23,000)
Increase to Salary costs based on latest pay offer	63,124
Increase to apprenticeship levy based on latest pay offer	799
Salary costs funded by external funding	(305)
Increase to other income	(4,014)
Increase to Vessels and Equipment fuel costs	63,000
Decrease to expenditure through savings	(39,834)
Forecast outturn deficit as at 31 August 2022	270,149

5. Reserves

Table 4

Navigation Earmarked Reserves

Reserve name	Balance at 1 April 2022 £	In-year movements £	Current reserve balance £
Property	(476,457)	(25,154)	(501,610)
Plant, Vessels and Equipment	(362,576)	(142,086)	(504,662)
Premises	(125,777)	(35,000)	(160,777)
CANAPE	(238,367)	81,700	(156,667)
Computer Software	(101,783)	(20,000)	(121,783)
Total	(1,304,960)	(140,540)	(1,445,500)

- 5.1. As in previous years, the Authority's contributions to the reserves have all been made in full at the end of quarter one. This has resulted in some reserves showing increased balances at the end of August. These will reduce as planned purchases take place throughout the year.
- 5.2. Both the Property and the Plant, Vessels and Equipment reserve contain income from land rental at Oulton Broad and the proceeds from vehicle and equipment disposals.

6. Conclusion

- 6.1. The forecast outturn position for the year suggests a deficit within the Navigation budget, which would result in a Navigation Reserve balance of approximately £580,000 at the end of 2022/23 (before any year-end adjustments). This would mean the Navigation Reserve would be above the recommended 10% at 14.3%. Year-end transfers of interest to the earmarked reserves and the first instalment to repay the National Park loan, will mean it will fall to approximately 12.7%. This will be highly dependent on the level of interest received.

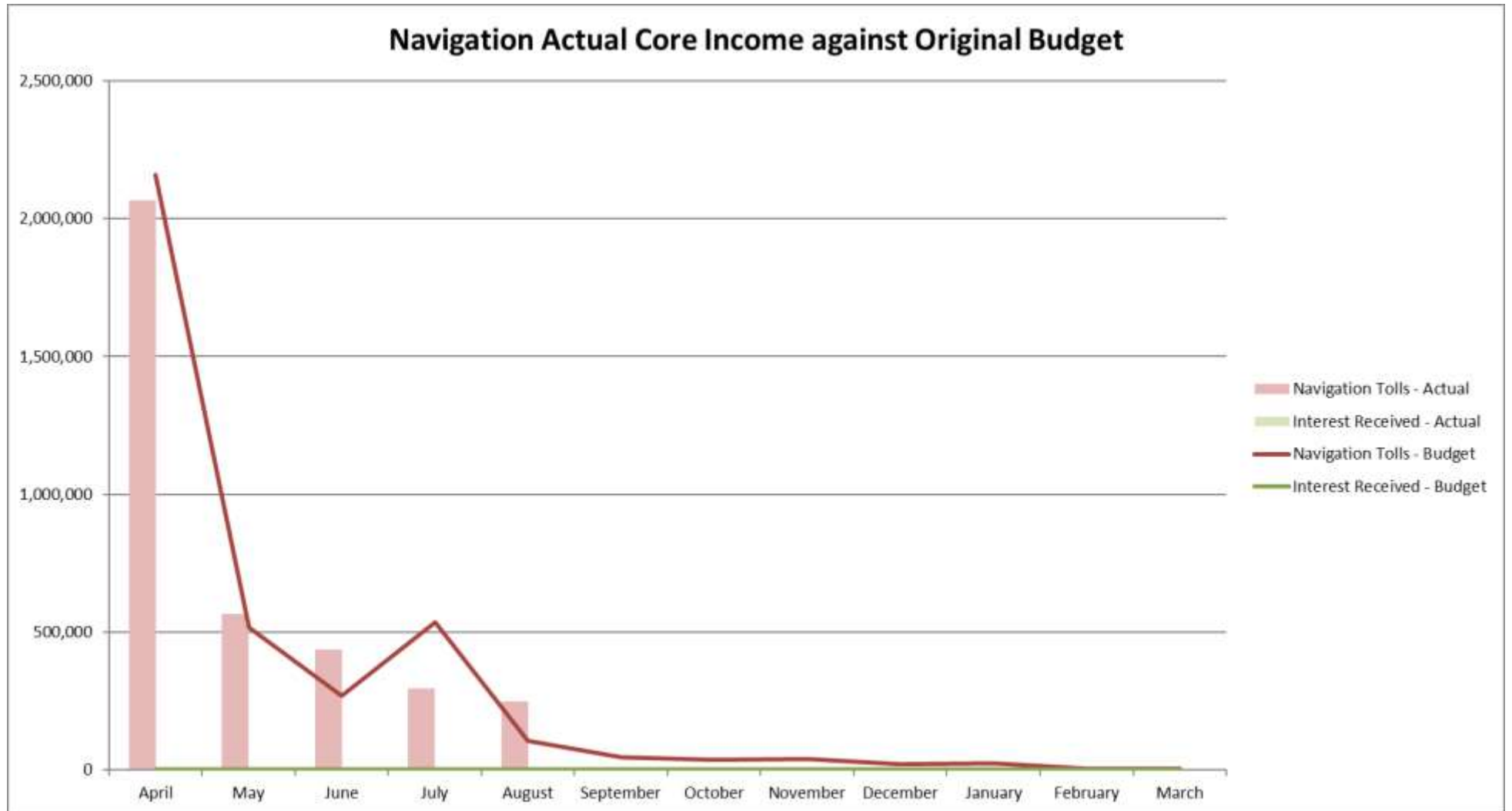
Author: Emma Krelle

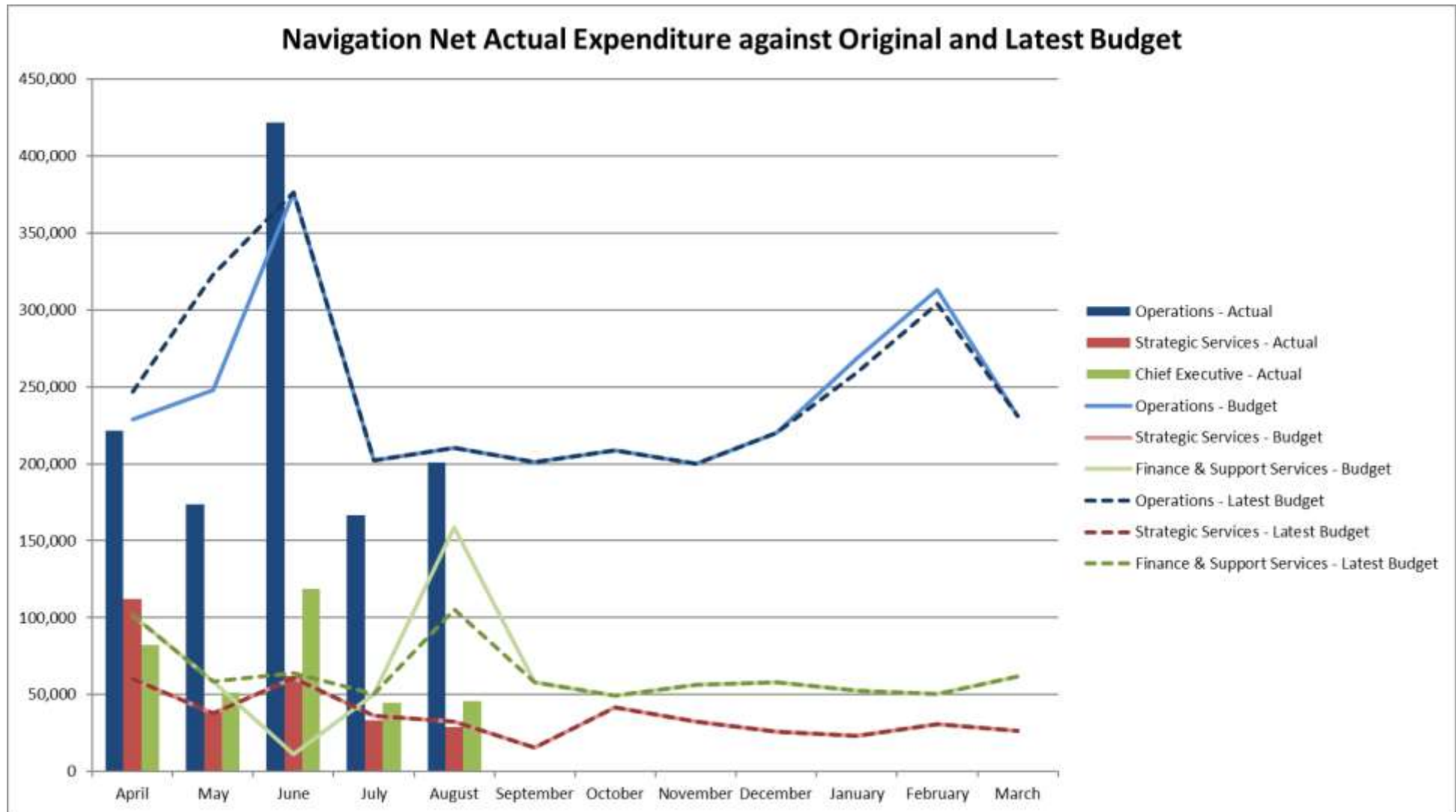
Date of report: 06 October 2022

Appendix 1 – Navigation actual income and expenditure charts to 31 August 2022

Appendix 2 – Financial monitor: Navigation income and expenditure 2022/23

Appendix 1 – Navigation actual income and expenditure charts to 31 August 2022





Appendix 2 – Financial monitor: Navigation income and expenditure 2022/23

Table 1

Income

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Total Income	(3,758,390)	0	(3,758,390)	(3,783,130)	+ 24,740
National Park Grant	0	0	0	0	+ 0
Hire Craft Tolls	(1,186,000)	0	(1,186,000)	(1,194,690)	+ 8,690
Private Craft Tolls	(2,489,000)	0	(2,489,000)	(2,482,050)	- 6,950
Short Visit Tolls	(48,000)	0	(48,000)	(48,000)	+ 0
Other Toll Income	(32,390)	0	(32,390)	(32,390)	+ 0
Interest	(3,000)	0	(3,000)	(26,000)	+ 23,000

Table 2
Operations

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Total Operations	3,027,532	75,000	3,102,532	3,176,314	- 73,782
Construction and Maintenance Salaries	865,960	0	865,960	897,584	- 31,624
Salaries	867,190	0	867,190	897,639	- 30,449
Expenditure	(1,230)	0	(1,230)	(55)	- 1,175
Equipment, Vehicles & Vessels	511,452	0	511,452	540,922	- 29,470
Income	(9,590)	0	(9,590)	(9,800)	+ 210
Expenditure	521,042	0	521,042	550,722	- 29,680
Water Management	76,840	0	76,840	76,840	+ 0
Expenditure	76,840	0	76,840	76,840	+ 0
Land Management	0	0	0	0	+ 0
Income	0	0	0	0	+ 0
Expenditure	0	0	0	0	+ 0
Practical Maintenance	413,865	75,000	488,865	488,440	+ 425
Income	(11,000)	0	(11,000)	(11,425)	+ 425
Expenditure	424,865	75,000	499,865	499,865	+ 0
Waterways and Recreation Strategy	30,050	0	30,050	31,210	- 1,160

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Salaries	21,050	0	21,050	22,210	- 1,160
Expenditure	9,000	0	9,000	9,000	+ 0
Project Funding	1,089	0	1,089	1,089	+ 0
Expenditure	0	0	0	0	+ 0
Pension Payments	1,089	0	1,089	1,089	+ 0
Ranger Services	786,212	0	786,212	796,393	- 10,181
Income	0	0	0	0	+ 0
Salaries	606,599	0	606,599	615,179	- 8,580
Expenditure	179,438	0	179,438	181,039	- 1,601
Pension Payments	175	0	175	175	+ 0
Safety	84,035	0	84,035	86,650	- 2,615
Income	(1,000)	0	(1,000)	(1,000)	+ 0
Salaries	59,303	0	59,303	61,918	- 2,615
Expenditure	25,732	0	25,732	25,732	+ 0
Premises	133,133	0	133,133	132,013	+ 1,120
Income	(2,450)	0	(2,450)	(3,570)	+ 1,120
Expenditure	135,583	0	135,583	135,583	+ 0

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Operations Management and Administration	48,371	0	48,371	48,648	- 277
Salaries	45,566	0	45,566	45,843	- 277
Expenditure	2,805	0	2,805	2,805	+ 0
Premises - Head Office	76,525	0	76,525	76,525	+ 0
Income	0	0	0	0	+ 0
Expenditure	76,525	0	76,525	76,525	+ 0

Table 3
Strategic Services

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Total Strategic Services	332,861	0	332,861	343,280	- 10,420
Development Management	4,484	0	4,484	4,576	- 92
Income	0	0	0	0	+ 0
Salaries	4,484	0	4,484	4,576	- 92
Expenditure	0	0	0	0	+ 0
Pension Payments	0	0	0	0	+ 0
Strategy and Projects Salaries	10,231	0	10,231	9,988	+ 243
Income	0	0	0	0	+ 0
Salaries	10,231	0	10,231	9,988	+ 243
Expenditure	0	0	0	0	+ 0
Biodiversity Strategy	0	0	0	0	+ 0
Income	0	0	0	0	+ 0
Expenditure	0	0	0	0	+ 0
Human Resources	61,750	0	61,750	70,475	- 8,725
Income	0	0	0	(259)	+ 259
Salaries	37,704	0	37,704	46,687	- 8,984

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Expenditure	24,047	0	24,047	24,047	+ 0
Volunteers	29,320	0	29,320	30,132	- 812
Salaries	21,560	0	21,560	22,372	- 812
Expenditure	7,760	0	7,760	7,760	+ 0
Communications	83,710	0	83,710	85,944	- 2,234
Income	0	0	0	0	+ 0
Salaries	73,435	0	73,435	75,669	- 2,234
Expenditure	10,275	0	10,275	10,275	+ 0
Visitor Centres and Yacht Stations	110,343	0	110,343	106,686	+ 3,657
Income	(69,450)	0	(69,450)	(69,450)	+ 0
Salaries	146,955	0	146,955	143,298	+ 3,657
Expenditure	32,838	0	32,838	32,838	+ 0
Strategic Services Management and Administration	33,023	0	33,023	35,480	- 2,457
Salaries	33,885	0	33,885	36,342	- 2,457
Expenditure	(862)	0	(862)	(862)	+ 0
Strategy and Projects	0	0	0	0	+ 0
Expenditure	0	0	0	0	+ 0

Table 4

Finance & Support Services

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Total Finance & Support Services	766,562	0	766,562	764,332	+ 2,230
Legal	26,000	0	26,000	24,000	+ 2,000
Income	(4,000)	0	(4,000)	(6,000)	+ 2,000
Expenditure	30,000	0	30,000	30,000	+ 0
Governance	82,487	0	82,487	76,114	+ 6,373
Salaries	57,110	0	57,110	56,215	+ 895
Expenditure	25,377	0	25,377	19,899	+ 5,478
Chief Executive	49,558	0	49,558	49,043	+ 515
Salaries	49,162	0	49,162	48,648	+ 515
Expenditure	396	0	396	396	+ 0
Asset Management	72,886	0	72,886	73,602	- 716
Income	(3,000)	0	(3,000)	(3,000)	+ 0
Salaries	21,587	0	21,587	22,302	- 716
Expenditure	54,300	0	54,300	54,300	+ 0
Finance and Insurance	211,369	0	211,369	218,434	- 7,065
Salaries	117,310	0	117,310	124,375	- 7,065

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Expenditure	94,059	0	94,059	94,059	+ 0
Collection of Tolls	193,760	0	193,760	195,220	- 1,460
Salaries	182,760	0	182,760	184,220	- 1,460
Expenditure	11,000	0	11,000	11,000	+ 0
ICT	130,502	0	130,502	127,918	+ 2,584
Salaries	66,845	0	66,845	68,073	- 1,228
Expenditure	63,657	0	63,657	59,846	+ 3,812

Table 5
Projects and Corporate items

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Total Projects and Corporate Items	25,622	0	25,622	26,421	- 799
Partnerships / HLF	(27,341)	0	(27,341)	(27,341)	+ 0
Income	(46,891)	0	(46,891)	(46,891)	+ 0
Salaries	14,945	0	14,945	15,250	- 305
Expenditure	4,605	0	4,605	4,300	+ 305
Corporate Items	52,962	0	52,962	53,761	- 799

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Expenditure	2,162	0	2,162	2,961	- 799
Pension Payments	50,800	0	50,800	50,800	+ 0

Table 6

Contributions from earmarked reserves

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Total contributions from Earmarked Reserves	(257,067)	0	(257,067)	(257,067)	+ 0
Earmarked Reserves	(257,067)	0	(257,067)	(257,067)	+ 0
Expenditure	(257,067)	0	(257,067)	(257,067)	+ 0

Table 7

Net (Surplus) / Deficit

Row Labels	Original budget (Navigation) £	Budget adjustments (Navigation) £	Latest Available Budget (Navigation) £	Forecast outturn (Navigation) £	Forecast outturn variance (Navigation) £
Grand Total	137,119	75,000	212,119	270,149	- 58,030

Navigation Committee

20 October 2022

Agenda item number 9

Licensing all craft let for hire on Broads waterways

Report by Director of Operations

Purpose

To seek the Committee's views on the proposal to bring further safety improvements by expanding the Hire Boat Licensing Conditions to include ALL craft let for hire.

Broads Plan context

4.3 Implement, promote and monitor measures to maintain and improve safety and security for the navigation and boats.

Contents

1.	Introduction	1
2.	Broads Authority Paddling Scheme (BAPS)	2
3.	Licensing ALL hired craft	2
4.	Finances	3
5.	Conclusion	3

1. Introduction

- 1.1. The principle aim of the Broads Authority Act 2009 was to improve safety on the Broads; it replaced the interim 2006 Boat Safety Scheme byelaws and introduced compulsory third-party insurance, and unified hire boat licensing.
- 1.2. Section 40 of the 2009 Act states that from the appointed day it provides the Authority with the ability to use powers within the Public Health Amendment Act 1907, relating to pleasure boats or pleasure vessels for section 94 of the 1907 Act.
- 1.3. The Public Health Act Amendment Act 1907 Section 94 (1) states that the Authority *"may grant upon such terms and conditions as they may think fit licences for pleasure boats and pleasure vessels to be let for hire or to be used for carrying passengers for hire and to the persons in charge of or navigating such boats and vessels, and may charge for each type of licence such annual fee as appears to them to be appropriate."*

- 1.4. From 1 April 2022, the Broads Authority Hire Boat Licencing Conditions were amended to fall in line with the Hire Boat Code; the Code is co-owned and developed by the Association of Inland Navigation Authorities (AINA) and British Marine (BM) and this change saw sailing craft for hire *above 6m_{LH} included within the code.

*LH. Length of the boat from the forward side of the stem at gunwale level to the aftermost point of the watertight hull, measured parallel to the loaded waterline as defined with BS EN ISO 8666

2. Broads Authority Paddling Scheme (BAPS)

- 2.1. The Broads Authority Paddling Scheme (BAPS) was originally introduced to provide an incentive to get young people out on the water through reduced tolls for canoes and kayaks owned by youth groups operating in the voluntary sector. To join, the group had to be registered with the Council of Voluntary Youth Services or be a Scout or Guide Troop.
- 2.2. In June 2000, the BAPS was extended to include commercial operators and those offering tuition, to support the establishment of the Canoe and Stand-Up Paddle Board (SUP's) Hire Network. Since then the Authority has supported the growth of paddle sports, by providing improved access, coordinated bankside management, and the development of paddle trails and publications, highlighting the best places to visit for these activities.
- 2.3. The BAPS scheme works very well for the voluntary/charity/youth sector, and supports the Authority's policy of encouraging entry-level, young people, and disadvantaged groups into the sector and should therefore be continued with the offered discounts.
- 2.4. However, it is now considered that the financial incentive for commercial operators is inappropriate and with the recent rapid expansion of the commercial activity there is an urgent need for greater oversight of the operations. In the interests of public safety, it is considered that ALL hire operators of non-powered pleasure craft should be included in a licensing scheme.

3. Licensing ALL hired craft

- 3.1. 2020 saw high demand for access to our waterways and many new users were introduced to paddle sports, particularly stand-up paddle boards and canoeing and many of these new users have remained active on our waters.
- 3.2. This increase in paddle sports has seen a rise in hire operators, and although we currently offer them access to the BAPS scheme, this is voluntary and not what the scheme was essentially set up for.
- 3.3. A new commercial scheme is being developed, and it will follow many of the safety principles endorsed by the current Commercial Paddling Scheme (appendix 1) such as stated capacity numbers for the craft, vessel registration, appropriate toll, checking the suitability of hirer (alcohol and drugs), provision of personal floatation device and

appropriate tethers (leg or waist for SUP's). However, it will also go further and incorporate features from the Hire Boat Code, such as a documented hand-over, in-water trials, safety induction, and other key water safety elements. Under this scheme hire operators will also be regularly audited with random spot checks to ensure adherence to the licensing conditions is maintained and to check safety standards are being followed and improved upon.

- 3.4. The overall ambition will be to have ALL craft let for hire within Broads waterways under a mandatory Broads Authority Licensing scheme. The plan is for this to be extended to include vessels let for Airbnb and Houseboats let out for short- or long-term tenants. The priority for 2023 will be to focus on non-powered craft like SUPs, kayaks, canoes, and pedal-powered water craft.

4. Finances

- 4.1. The companies hiring non-powered craft that are not subject to any Broads Authority licensing are being catalogued and the intention is that commercial operators currently in the BAPS will be migrated to a new non-powered craft let-for-hire licensing scheme.

- 4.2. The current BAPS scheme will remain open to voluntary, charity, or youth groups, with discounted concessions, remaining for those who meet the criteria, to allow further incentives and encouragement to this entry-level water sport.

- 4.3. The proposed charges for the new scheme for the commercial non-powered (paddle or pedal) craft let for hire are:

(i) the private canoe toll, currently £37.78 per vessel

(ii) a £5 licensing fee for each craft within the licence and

(iii) a £25 per operator's licence fee

This fee will support the additional cost needed to manage the safety, licencing, and compliance of this sector of the hire fleet.

NB: For operators with an existing Hire Boat Licence (powered or sail), an additional licence will not be required.

5. Conclusion

- 5.1. The Broads Authority Paddling Schemes (BAPS) strategy was designed to increase the paddling sector and encourage more participation at this entry-level and good progress has been made to date, but with this popularity, there has been a proliferation of safety issues and incidents. Licensing and the associated checks and balances that this brings is a proactive and supportive way to manage these risks.
- 5.2. Subject to the views of Members the plan is to introduce the licensing changes for non-powered craft let for hire from 1 April 2023.

Author: Rob Rogers

Date of report: 13 September 2022

Background papers:

[Broads Plan](#) strategic actions: 4.4

Appendix 1 – The Broads Authority Commercial Paddling Scheme – Operator Conditions

The Broads Authority Paddling Scheme Commercial Operator Conditions

This document sets out the Broads Authority Paddling Scheme (BAPS) Operator Conditions that need to be satisfied if a concessionary toll is to be granted by the Broads Authority.

The following definitions apply: -

“the Authority”	means the Broads Authority
“the Operator”	means the person or body to which the Broads Authority Paddling Scheme Concessionary Toll has been issued.
“the Vessel”	means a canoe or kayak tolled under the BAPS scheme
“Concessionary Toll”	means the appropriate annual toll within a scale of tolls, currently in force in any year, as prescribed by the Authority pursuant to Section 26 of the Harbours Act 1964
“Rescue Vessel”	means a Vessel, whether mechanically powered or not, used for the purpose of recovering hire Vessels.

The Conditions

1. A Vessel must not carry any number of persons or overall loading in excess of that recommended by the manufacturer.
2. The Operator must hold and maintain throughout the period of this Toll adequate Third Party Public Liability indemnity insurance cover.
3. The Operator must not cause or permit any Vessel to be let for hire in weather conditions which, at the time of the commencement of the hire, are likely to pose a threat to the safety of those on board the Vessel.
4. The Operator must not hire any Vessel to any person or persons who are or appear to be under the influence of alcohol or drugs at the time of the commencement of the hire.
5. The Operator must hold and maintain an adequate Adventure Activities Licensing Authority's (AALA) licence if providing licensable activities.
6.
 - (a) The Operator must on a regular basis carry out a suitable and sufficient assessment of the risks associated with the activity of hiring Vessels. The frequency of this assessment will depend on the nature of the risk but must be no less frequently than annually. This must include documented arrangements for the recovery of hirers in the event of significantly deteriorating weather conditions.
 - (b) The Operator must promptly act upon the findings of any such assessment where a risk is identified.
 - (c) The Operator must ensure that these assessments are fully documented and readily accessible for inspection by an authorised representative of the Authority.
7. The Operator must keep proper records which show:
 - (a) When any Vessel has been hired out.
 - (b) The number of persons carried and details of the lead member of the party.
 - (c) The expected time of return.
 - (d) The emergency procedures to be implemented on the failure of a Vessel to return.
8. The Operator must make available for inspection, to any person authorised by the Authority for this purpose, any records required by this agreement.

9.
 - (a) A buoyancy aid or lifejacket, of an appropriate size and type, complying with the relevant European standard and fit for purpose must be provided for each member of the party.
 - (b) Each buoyancy aid or lifejacket provided must be identified with the operator's name and contact telephone number
- 10 Vessels shall be fitted with flotation so that the craft, empty of equipment and occupant but filled full of water, as near as practicable floats parallel to the surface in flat water, and is capable of supporting the occupants whilst holding on to it.
- 11
 - (a) Vessels and equipment must be maintained in sound condition and inspected prior to the issue for each hire period.
 - (b) The Operator must record in writing and retain records of all inspections, carried out under paragraph 11 (a)
- 12 Each Vessel is to be marked on the exterior of the vessel with the Operator's name and also be uniquely numbered.
- 13 On each vessel the Operator must display on each side of the bow a valid toll plaque.
- 14
 - (a) Vessels shall only be operated in MCA Category A waters.
 - (b) Condition 14(a) does not apply in respect of operators who have gained permission in writing from the Authority and the Great Yarmouth Port Company to operate in non MCA Category A waters
- 15
 - (a) The Operator must ensure that their staff possess the competencies, qualifications and/or experience required for the discharge of their responsibilities. A full list of staff with qualifications and responsibilities must be available for inspection by the public. Any in-house assessments of staff competence must be monitored by persons appropriately qualified by the British Canoe Union / Canoe England to undertake this role.
 - (b) The Operator must ensure that their staff receive refresher training no less than annually, records of all training must be kept and must be available for inspection by the Authority.
16.
 - (a). The Operator must ensure that before using a Vessel all members of the hire party are given:
 - (i) An appropriate briefing based on Health and Safety Executive guidance set out in the "Glasbury Protocol for River Craft Hire Companies" ref IGN6.17 which must include advising the hirer of:

Zones, routes, obstacles, commercial vessels, bridges, rules of the navigation and where necessary provide a map showing access, egress, distances, locations of specific hazards and prominent features and emergency access points and contacts.
 - (ii) A proper demonstration on how to fit, wear and use the buoyancy aids or lifejackets provided with the Vessel.
 - (iii) An instruction on how to safely board and leave the Vessel and the need for keeping the Vessel stable at all times.
 - (b) The Operator must record in writing and retain details of all briefings, demonstrations, and instructions given under paragraph 16 (a).
 - (c) The Authority will be entitled to carry out sample audits of the handover arrangements referred to in paragraph 16 (a).

17. If any changes occur in the ownership or particulars of any Vessel during the toll period, the Operator must give written notice of such change(s) to the Authority within 14 days of the change(s).
18. (a) The Operator must report to the Broads Authority and the appropriate local Authority in writing, and as soon as is reasonably practicable, (and in any case within seventy-two hours of the Operator becoming aware of it, the occurrence of any accident involving the Vessel.
(b) For the purposes of paragraph 18(a), an accident means an incident resulting in loss of life, or major injury, or serious damage to property or another vessel
(c) For the purposes of paragraph 18(b) Major Injury means:
 - (i) any fracture, other than to a finger, thumb or toe
 - (ii) any loss of a limb or part of a limb
 - (iii) dislocation of the shoulder, hip, knee or spine
 - (iv) loss of sight, whether temporary or permanent
 - (v) penetrating injury to the eye
 - (vi) any other injury leading to hypothermia or unconsciousness
 - (vii) any other injury requiring resuscitation
 - (viii) any other injury requiring admittance to a hospital or other medical facility as an inpatient for more than 24 hours
19. The Operator must maintain a Rescue Vessel for the recovery or rescue of their Vessels
20. The Authority may suspend or revoke the concessionary toll in the event of any breach of any of these conditions if the Authority considers it is necessary or desirable in the interests of the public, whereby the full commercial toll will become due.
21. The Toll plaques issued under this concession must be returned to the Authority within 7 days if:
 - (a) The Operator has ceased the activity for which the Licence has been granted or
 - (b) The Authority has revoked the concessionary Toll.
22. The concessionary toll is personal to the Operator and is not transferable except with the written permission of the Authority.
23. The Authority reserves the right to modify, alter, revoke or add to these conditions, should it be necessary or desirable in the interests of the public to do so. Such variations will have effect as and when specified by the Authority.

Navigation Committee

20 October 2022

Agenda item number 10

Waterways Specification Compliance

Report by Waterways and Recreation Officer

Purpose

This report provides the Committee with information on the level of compliance with the waterway specifications defined in the Waterways Management Strategy based on the most recent analysis of hydrographic survey data available.

Broads Plan context

This report relates to the Broads Authority's aim to reduce sediment input to the Broads system and accelerate sediment removal as laid out in Strategic Action 3.1 of the Broads Plan 2017.

Contents

1.	Introduction	1
2.	Waterways specification compliance summary	2
3.	Financial implications	3
4.	Risk implications	11

1. Introduction

- 1.1. The Waterways Management Strategy (WMS) was adopted by the Authority in 2021 with one aim being to direct the Authority's dredging operations to achieve compliance with ideal waterway specifications defined in the WMS for individual management units within the navigation area.
- 1.2. Assessment of compliance is based on an analysis of hydrographic survey data which allows for actual bed profiles to be compared with the desired profiles defined in the strategy. Advances in sonar hydroacoustic technology now allows very high resolution data of the entire bed area of the management units to be compared with the desired profile. This allows for a far more accurate assessment of non-compliant areas and the amount of sediment that would need to be removed to achieve compliance.

- 1.3. This method analysed in a GIS environment lets officers identify which non-compliant areas are economically dredgable. Economically dredgable sediment is defined as a non-compliant area over 300 mm above the required depth in the waterway specification. High resolution mapping also allows for sediment to be targeted more accurately while operations are in progress. The Authority now has data covering the entire system in a high-resolution format and will resurvey the navigation area on a rolling 5-year programme to ensure accurate and relatively up to date data is available to inform future dredging operations
- 1.4. As part of the five-year rolling programme of hydrographic surveying, 26 areas were surveyed during 2021/22, including the; River Ant - Upstream Wayford Bridge, Barton Broad to Ludham bridge, Ludham Bridge to Ant Mouth; River Wensum - New Mills to Bishops Bridge and through to Postwick; River Bure - Salhouse Broad; River Yare - Rockland Broad Channel & Dykes, Hardley Dyke, Langley Dyke; River Thurne - Thurne Dyke and Martham Boat Dyke.
- 1.5. Additionally, during 2021/22 the following areas were surveyed after dredging to allow assessment of the results achieved; Waxham Cut, Oulton Broad, Hickling Broad marked channel, Deep Go Dyke and Heigham Sound marked channel.

2. Waterway specification compliance summary

- 2.1. The sediment compliance and prioritisation table are included on the subsequent pages. This table takes the data collected (as described above) and prioritises the areas to be dredged according to the percentage of non-compliance area, the proportion of it which is economic dredge and the level of vessel usage.

River	Location	Sediment Volume	Non Compliance area %	Proportion of Economic dredge	Level of use (1-3)	Priority Score	Notes
Bure	Salhouse Broad	17,237	90.0	0.82	3	222.7	
Ant	Barton Broad to Ludham Bridge	19,548	68.0	0.83	3	169.0	
Ant	Stalham Dyke	8,718	64.3	0.68	3	131.8	
Bure	South Walsham Broad	9,450	70.3	0.62	3	130.9	
Yare	Rockland Broad (channels & dykes)	15,080	62.8	0.89	2	112.2	
Bure	Horstead to Coltishall Common	5,844	60.7	0.88	2	106.7	
Bure	Bridge Broad	2,682	77.2	0.66	2	101.4	
Ant	Sutton Dyke	12,245	65.5	0.76	2	99.9	
Yare	Rockland Broad (outside channel)	110,257	96.1	1.00	1	95.8	
Bure	Malthouse Broad	6,670	52.6	0.59	3	93.7	
Waveney	Oulton Broad	31,716	62.2	0.50	3	92.7	
Bure	Hoveton Viaduct Bridge to Salhouse	18,483	41.6	0.70	3	87.7	
Ant	Wayford Bridge to Barton Broad	10,502	50.3	0.57	3	85.5	
Bure	Acle Dyke	3,685	86.5	0.97	1	84.2	
Waveney	Geldeston Dyke	2,278	89.2	0.94	1	84.1	
Bure	Slaughter House Yard to Bure Mouth	7,290	31.3	0.82	3	77.4	
Bure	Cockshoot Dyke	418	84.4	0.90	1	75.9	

River	Location	Sediment Volume	Non Compliance area %	Proportion of Economic dredge	Level of use (1-3)	Priority Score	Notes
Waveney	Haddiscoe Cut	17,770	43.7	0.86	2	75.3	Survey out of date; Priority for resurvey
Bure	Coltishall Common to Jubys Farm	11,409	57.6	0.64	2	73.6	
Thurne	Catfield Dyke	3,785	73.7	0.96	1	70.4	
Bure	Fleet Dyke	4,015	39.7	0.57	3	67.9	Survey out of date; Priority for survey
Thurne	Heigham Sound	7,832	65.5	0.50	2	65.9	
Thurne	Hickling Broad (inside channel)	17,966	85.7	0.25	3	65.5	
Ant	Tyler's Cut	1,415	64.9	0.50	2	65.2	
Ant	Ludham Bridge to Ant Mouth	2,296	45.7	0.46	3	63.2	
Yare	Langley Dyke	1,174	39.5	0.80	2	62.8	
Bure	Mautby Marsh Mill to Slaughter House Yard	17,328	22.3	0.88	3	58.7	
Ant	Lime Kiln Dyke	1,209	49.2	0.59	2	58.0	
Thurne	Hickling outside channel	192,101	81.5	0.60	1	48.7	
Bure	Salhouse Broad to Horning Church	14,965	21.8	0.71	3	46.2	
Yare	Bishops Bridge to Postwick	20,975	25.1	0.85	2	42.8	

River	Location	Sediment Volume	Non Compliance area %	Proportion of Economic dredge	Level of use (1-3)	Priority Score	Notes
Yare	Thorpe Old River Yare	4,820	58.5	0.73	1	42.7	
Thurne	Womack Dyke	2,428	40.0	0.49	2	38.8	
Ant	Upstream of Wayford Bridge	1,498	46.3	0.40	2	37.3	
Thurne	Waxham Cut	2,056	46.1	0.81	1	37.3	
Bure	Horning Church to Thurne Mouth	9,624	19.2	0.62	3	35.7	
Thurne	Deep/Deep Go Dyke	1,342	24.6	0.67	2	33.2	
Bure	Stokesby to Herringby Hall	6,087	12.8	0.86	3	33.0	
Ant	Barton Broad (inside channel)	13,447	23.3	0.46	3	31.9	
Thurne	Thurne Dyke	374	73.1	0.21	2	30.8	
Bure	Upton Dyke	763	43.8	0.70	1	30.7	Survey out of date; Priority for resurvey
Bure	Juby's Farm to Caen Meadow	3,089	25.9	0.57	2	29.4	
Ant	Turkey Broad	7,744	43.8	0.65	1	28.4	
Ant	Barton Broad (outside channel)	12,476	35.1	0.39	2	27.6	
Bure	Caen Meadow to Hoveton Viaduct Bridge	3,129	25.7	0.53	2	27.2	
Yare	Postwick to Brundall	20,963	14.2	0.86	2	24.5	
Waveney	Beccles to Burgh St Peter	13,105	9.2	0.84	3	23.2	

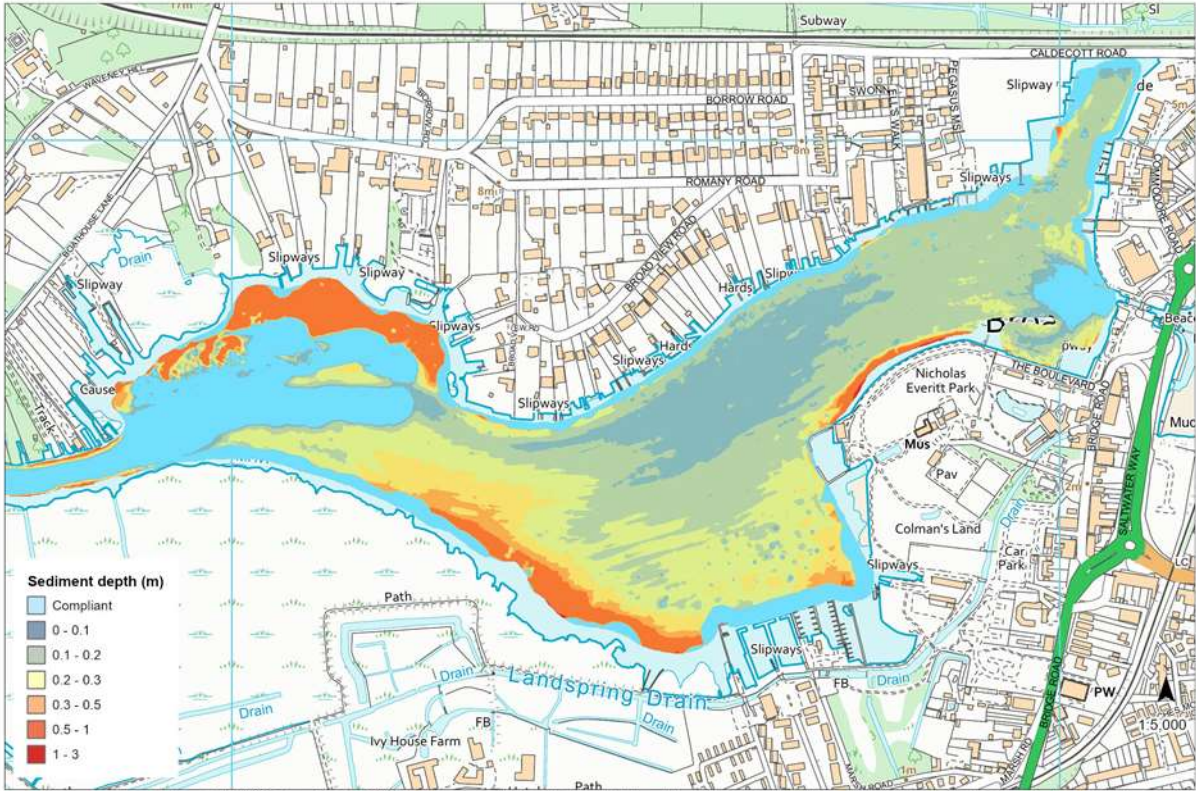
River	Location	Sediment Volume	Non Compliance area %	Proportion of Economic dredge	Level of use (1-3)	Priority Score	Notes
Yare	River Yare (Trowse Eye)	1,975	28.1	0.82	1	23.1	
Bure	Ranworth Dam	325	12.4	0.55	3	20.4	
Yare	Bargate (channel and dykes)	1,733	12.2	0.81	2	19.6	
Yare	New Mills to Bishops Bridge	2,799	21.7	0.86	1	18.6	
Thurne	Somerton Boat Dyke	370	61.9	0.30	1	18.4	
Bure	Acle Bridge to Stokesby	4,903	11.7	0.78	2	18.2	
Thurne	Martham Ferry to West Somerton Drainage Mill	2,974	38.7	0.45	1	17.2	
Bure	Herringby Hall to Mautby Marsh Mill	3,321	6.6	0.84	3	16.5	
Waveney	Oulton Dyke	2,717	11.8	0.70	2	16.5	
Bure	Thurne Mouth to Acle Bridge	3,580	9.5	0.54	3	15.4	
Thurne	Meadow Dyke	1,187	40.6	0.35	1	14.4	
Waveney	Geldeston to Beccles	2,769	9.3	0.65	2	12.1	
Yare	Brundall to Cantley	15,172	7.1	0.81	2	11.4	
Waveney	St Olaves to Breydon	7,816	4.9	0.90	2	8.8	
Thurne	Thurne Mouth to Martham Ferry	1,820	5.1	0.54	3	8.3	
Chet	Loddon to Chet Mouth	2,253	19.1	0.38	1	7.3	
Thurne	Candle Dyke	169	5.2	0.55	2	5.8	

River	Location	Sediment Volume	Non Compliance area %	Proportion of Economic dredge	Level of use (1-3)	Priority Score	Notes
Thurne	Horsey Mere	8,990	36.9	0.15	1	5.4	
Yare	Cantley to Reedham	1,914	2.2	0.74	2	3.3	
Waveney	Burgh St Peter to St Olaves	2,102	2.1	0.77	2	3.2	
Waveney	Breydon Water (inside channel)	5,138	1.6	0.91	2	2.8	
Yare	Seven Mile House (Upper) to Breydon	823	1.3	0.76	2	2.0	
Yare	Reedham to Upper Seven Mile House	305	0.6	0.79	2	0.9	
Total sediment volume		774,443					

River	Sediment Volume m3
Ant	91,097
Bure	154,298
Chet	2,253
Thurne	243,395
Waveney	85,410
Yare/Wensum	197,990
Total volume	774,443

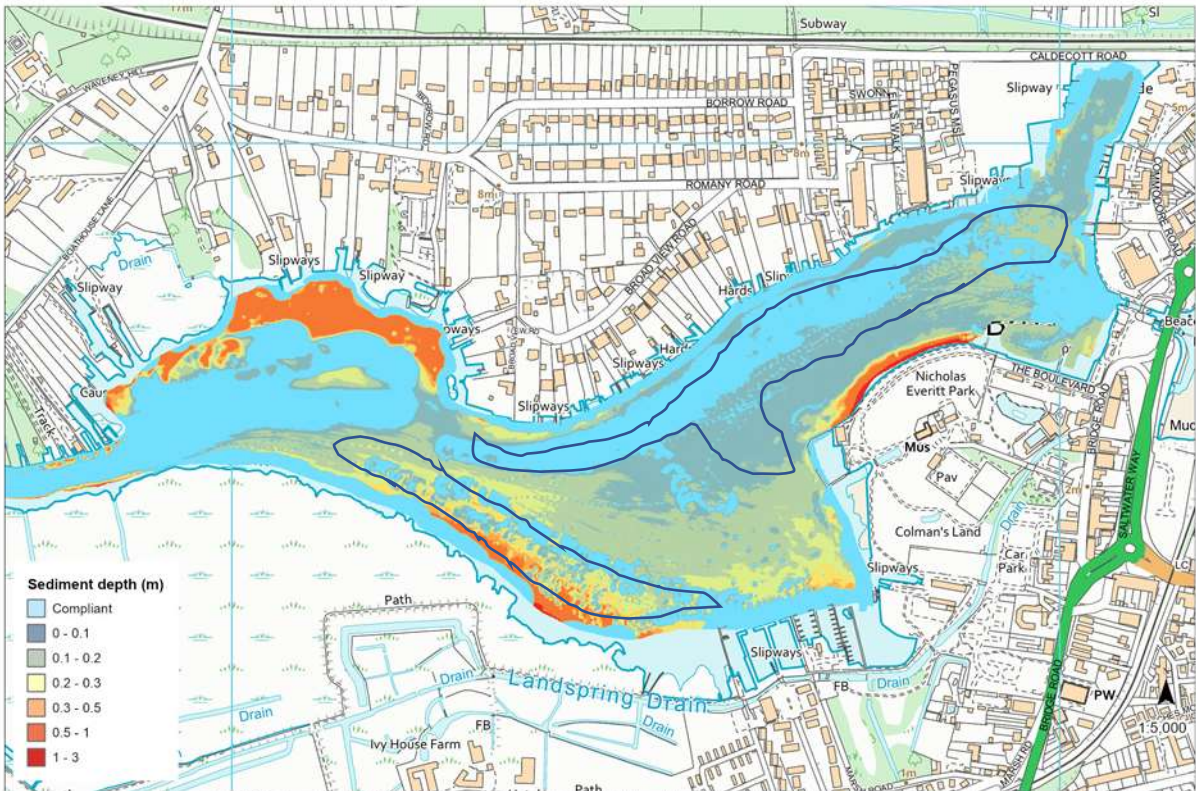
- 2.2. Oulton Broad provides a good case study of the impact of dredging on the compliance data. In 2021, this process identified Oulton Broad as the highest priority for dredging with a priority score of 175. 19% of its reportable area was compliant and following the subsequent dredging it is now 38% compliant. This difference is well illustrated in the two maps below which are drawn up from the hydrographic survey data.
- 2.3. The first map below shows the sediment depths in Oulton Broad in 2021, prior to dredging. The following map showed the surveyed sediment depths in 2022 after Broads Authority dredging. The dark blue line indicates where the most significant changes have been made along the central channel.

Oulton Broad - Sediment Depth 2021



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Oulton Broad - Sediment Depth 2022



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3. Financial implications

- 3.1. By ranking each of the areas of dredging (as per the table above), we are able to update and modify the 5-year dredging plan to ensure that we are continually deploying our limited resources in a targeted way in order to keep the navigation accessible for all river users.

4. Risk implications

- 4.1. As part of the Authority's compliance with the Port Marine Safety Code through the Safety Management System, it is vital the specified waterways depths are maintained to reduce risks to river users. This process of dredging, data collection and checking compliance enables the Authority to do this.

Author: Andrew Walters

Date of report: 06 October 2022

[Broads Plan](#) strategic actions: 3.1

Navigation Committee

20 October 2022

Agenda item number 11

Construction Maintenance Ecology work programme progress update

Report by Head of Construction, Maintenance & Ecology, and Ecology & Design Supervisor

Purpose

To give an update on the Broads Authority's management activities to maintain public navigation, develop mooring facilities for public use and demonstrate the effective use of available resources in managing the Broads waterways. Members' views are requested at 1.7 on a proposal to manage boat-accessible channels within the Broads Authority Executive Area, but for which there is no statutory obligation for the Authority to maintain.

Broads Plan context

The activity of the Construction, Maintenance and Ecology (CME) section contributes to multiple objectives, in particular to Aspirations 3, 4 and 6 to manage sediment sustainably, maintain a safe open navigation, and maintain the access network and visitor facilities.

Contents

1.	Maintaining water depths for navigation	1
2.	Maintaining safe public mooring facilities	3
3.	Our resources	3
4.	Water plant management	4
5.	Navigational safety	4
6.	Future working arrangements	5

1. Maintaining water depths for navigation

- 1.1. The detailed breakdown in Appendix 1 gives progress and volumes for the dredging programme for 2022/23 to the end of August (April to end August 2022). A total of 11,630 m³ of dredged sediment was removed from the prioritised sites. This figure represents 39% of the programmed target of 29,750 m³ for the year.

- 1.2. This summer saw dredging in and around Sutton Broad including its connecting channels to the River Ant. Sediment from this site was transported to a low section of riverbank upstream of Hunsett Mill, to assist the landowner and the Internal Drainage Board reduce leakage through the bank.
- 1.3. This year's campaign of dredging at Oulton Broad was delayed from its planned start date in May and then had subsequent mechanical issues with the concrete pump. The pump is critical for getting the sediment from wherries and transferring it over the floodbank. Since then, dredging has continued at pace, with the additional completion of a new cross wall constructed to the same height as the existing perimeter flood banks, which together forms a triangular lagoon that will retain all the sediment for the remainder of the dredge requirements in Oulton Broad. An update to the Notice to Mariners will be issued to indicate the extension of the dredging activity through until September 2023.
- 1.4. The continuation of dredging at Oulton Broad, is as a response to the ongoing challenges for securing a sediment storage and landspreading location in the Upper Bure, between Wroxham and Coltishall. The preferred site option for re-using the dredgings for agricultural benefit requires further local engagement, additional impact assessments and detailed storage lagoon designs to be completed, prior to re-submission for planning consent.
- 1.5. The dredging requirement to maintain passage along Geldeston Dyke, was previously highlighted in this report at the October 2021 Navigation Committee. This channel connects the River Waveney to the basins used for moorings and slipway at Geldeston. The currently marked limit of navigation, as defined by the boundaries inherited from the Great Yarmouth Port and Haven Commissioners, places the Authority's direct maintenance and byelaw responsibility half way along the dyke from the river (grid reference TM 39095 91327). This leaves approximately 300 metres of the length of the dyke as an unregistered area, with no party clearly identified for maintenance responsibility. Several users of the moorings at the Geldeston end of the dyke had reported to the Authority difficulties in navigating this stretch at low water conditions.
- 1.6. The calculated volume for dredging requirement to achieve a 1.5 metre Waterways Specifications depth along the unregistered section Geldeston Dyke is 1,200 m³. The nearest available area for sediment disposal and possible re-use is the Authority's parcel of land on the adjacent Geldeston Marsh. There are no immediate plans to return to the upper Waveney for more dredging, as a recent campaign was carried out in 2021. If a specific mobilisation and deployment to carry out this task by the Broads Authority Construction team were a priority, then the expected total project cost would be in the region of £30,000 - £35,000.
- 1.7. Views are sought from the Navigation Committee on the principle of the Authority choosing to maintain stretches of boat-accessible channels within the Broads Authority Executive Area, but for which there is no statutory obligation for the Authority to maintain. There are other similar locations, of blind-ended boat dykes in the Broads,

which have private landownership (single or multiple parties) and/or occupied by private moorings, including Hardley Dyke, Martham Dyke and Oby Dyke. Crucially these types of boat dyke have no free public access to the water, either via a public staithe or short term visitor moorings, which puts them low down in the priority criteria for Broads Authority intervention, if inclusion in the prioritisation is valid at all. Options for consideration with these types of location are:-

- Do nothing – have no stated Waterways Specification depth, do not carry out hydrographic surveys, and have no responsibility for dredging
- Monitor – have a stated Waterways Specification depth, carry out hydrographic surveys, but allocate a very low priority status which in all likelihood would mean locations never realistically getting onto the Authority’s actual dredging plans.
- Monitor and work in partnership - have a stated Waterways Specification depth, carry out hydrographic surveys and assist landowners to find a funding mechanism to enhance public access and deal with the practicalities of maintenance dredging
- Fully adopt – have a stated Waterways Specification depth, carry out hydrographic surveys, report on water depth compliance and integrate the location into the Authority’s forward dredging programme.

2. Maintaining safe public mooring facilities

- 2.1. The top priority for replacing vertical steel piles across all of the Authority’s mooring locations is an 80-metre section at Neatishead 24-hour mooring. The inner half of the mooring has experienced the progressive movement of the piles and slippages of the often saturated land behind. The aged and now misaligned piles will be replaced with 6.5 meter-long steel cantilever piles, with additional sub-surface drainage installed behind and through the sheets. An invitation to tender is to be opened in mid-October for work to start in early 2023.
- 2.2. A new canoe launch point has been installed at Geldeston 24-hour moorings. This floating pontoon allows canoers safe access and egress at all states of the tide, with the ability remove canoes from the water and free up mooring spaces.

3. Our resources

- 3.1. To ensure value for money on bulk diesel fuel purchasing, a new procurement arrangement has been entered into with a supplier via the Crown Commercial Services fuel framework. Both white and red hydrotreated vegetable oil (HVO) can now be sourced from one supplier in bulk tanker deliveries. This route will be primarily used for plant and vessels, but options to use bulk storage for fuelling road vehicles is also a possibility that needs to be trialled. Use of HVO in the remaining road fleet of internal combustion engines would further drive down the Authority’s carbon footprint.
- 3.2. This autumn and new academic year sees the return of apprentices to the maintenance team. Following a two year hiatus due to COVID, three candidates are now enrolled on

the “Countryside Worker” standard. Suffolk New College are the educational provider we have partnered with. The apprentices have 12 months to learn a range of practical skills, prove themselves in the world of work and gain valuable experience of waterways and conservation management in the Broads.

4. Water plant management

- 4.1. This season has seen some of the most intense growth and abundance of plant material for many years. Some of this is due to the lower than average water levels in the upper river reaches due to low rainfall over the summer. Additionally, the water clarity of the rivers entering the Broads has been exceptionally good, which has also stimulated a lot of water plant growth. For example, the water clarity on the River Bure over recent years has been clear during the summer, with much of the bed visible near Belaugh, often as far downstream as Hoveton Viaduct. This summer however, the clear water extended as far downstream as the entrance to Wroxham Broad, with water plants and fish easily visible under the surface.
- 4.2. As water plants become more established further along the rivers, this in turn helps stabilise sediments and removes nutrients from the water that microscopic algae would otherwise make use of. This sets up a positive feedback loop which reduces turbidity and maintains clear water for further plant growth. One outcome of this environmental improvement, is that it has taken more work time in cutting to achieve the expected level of accessibility in the rivers and channels. More volume of plant material means cutting on individual stretches of river has taken longer, and more material to dispose of means new offloading points are required. There have also been extensions to the areas managed particularly on the River Yare, with the addition of the marked channel through Rockland Broad and the dykes and channel through Bargate Broad, now being included in the annual cutting programme.

5. Navigational safety

- 5.1. As highlighted in the April 2022 Navigation Committee minutes, the need for replacement of the failing wooden channel marker posts in Barton Broad was a priority task for this season. This work was completed in September: 13 red markers, 16 green markers and 3 cardinal markers were installed. Of these installations, all but two were replacing a wooden for a steel post. Where two buoys have been replaced, the buoys were originally deployed as stop-gap features following loss of the original marker post.
- 5.2. The Authority had engaged a local contractor for a five year contract to replace the large channel marker posts across Breydon Water. The contractor has however now stopped trading, the company’s assets have been sold off and crucially the workboat suitable for this work in Breydon Water is no longer available for work in the UK. This means that the planned replacement of 16 failing wooden or missing marker posts in Breydon Water this financial year is now not possible. A re-evaluation of the Authority’s most cost effective route to ensuring this critical safety work is completed is now

underway. Options include re-tendering (which has a high budget cost) or hiring in additional equipment and completing the work in 2023/24 using in-house plant, vessels and expertise. The latter option has a moderate budget cost, but with a negative impact on the amount of time for dredging work, which would use the same internal staff and plant resources. A decision as to the best way forward will be made once the 2023/24 budgets are confirmed.

- 5.3. Development of a systematic marker post-condition inspection regime, review of channel marker requirements and an asset replacement prioritisation process is underway. This will involve a cycle of structural inspections with the information assessed, so that the hundreds of marker posts the Authority is responsible for, are prioritised for replacement, re-positioning, removal or even adding more where needed.
- 5.4. The structural assessment, digital data gathering methodology and field trial is due for completion by March 2023. Going forward this will allow earlier and proactive interventions in the Authority's asset management requirements and will help increase efficiencies.

6. Future working arrangements

- 6.1. The [final version of Waterways Management Strategy & Action Plan 2022-27](#) is now on the Authority's website, in the Strategy section. A Habitats Regulations Assessment has been completed to support the strategy. Both documents have been reviewed by Natural England and assent has been gained for the Waterways Management Strategy as the overarching approach to management of the Broads waterways.
- 6.2. In 2023/24 the Integrated Access Strategy will be refreshed, with an update to the priorities and specific actions for the Authority to enhance public access across land and water. There will also be an opportunity to fully integrate into this strategy the Authority's approach to moorings, such as site selection, spatial distribution, design of moorings, capacity at each mooring, future maintenance costs, ownership and leasing arrangements.
- 6.3. Information on vessel movements and boat type has previously been gained by a four yearly boat census, with numerous volunteers counting vessels at fixed locations over several days in late August. The scope of the review will also include a re-evaluation of previous boat census data and how this can be used to help plan for future investment in moorings and other waterways infrastructure. In order to answer questions about boating behaviours and activity within the Broads, it may mean that different data sources and the means of gathering such data may need to be considered. More information on the scope, timeline and stakeholder engagement process for the review of the Integrated Access Strategy will be communicated in due course.

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Background papers: [Waterways Management Strategy and Action Plan 2022/23 - 2026/27 \(broads-authority.gov.uk\)](#)

[Broads Plan](#) strategic actions: 2.1; 2.3; 3.1; 3.2; 4.2; 6.1

Appendix 1 – Dredging figures 2022-23 (April 2021 to end August 2022)

Appendix 1 –Dredging figures 2022-23 (April 2022 to end August 2022)

Project title Dredge site and sediment re-use location	Active Broads Authority dredging weeks completed/ planned	Planned volume removed m³	Actual volume removed m³	Planned annual project cost ¹	Actual project cost
River Ant Sutton Broad to u/s Hunsett Mill (May-Jul)	9/20	12,000	6,200	120,090	68,790
COMPLETE – delayed start owing to consenting issues; early completion in order to install marker posts in Barton Broad					
River Waveney Oulton Broad to Peto’s Marsh (May - Mar)	9/21	10,000	5,430	50,780	71,640
ONGOING – delays owing to pump breakdowns; extended to end March 2023; revised planned volume of 17,500m ³ ;					
River Bure Malthouse Broad to Ant mouth setbacks (Oct-Feb)	0/9	6,750	0	98,390	180
Replacement project for Upper Bure					
River Bure Plough dredging Lower Bure (Mar)	Contractor	1,000	0	5,000	0
Site Restoration Beccles, Raveningham, Hardley Flood	-	-	-	13,020	16,680
Future site preparation Survey, mitigation & set-up	-	-	-	9,960	7,060

¹ project costs include 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.

Project title Dredge site and sediment re-use location	Active Broads Authority dredging weeks completed/ planned	Planned volume removed m³	Actual volume removed m³	Planned annual project cost ¹	Actual project cost
Dredging support activities Maintenance of ancillary dredging kit, etc	-	-	-	-	27,300
Total	18/50	29,750	11,630	297,240	191,650