

Chief Executive's Report

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

1 **Dikerogammarus Villosus**

Contact Officer/Broads Plan Objective: Andrea Kelly/BD6.1

- 1.1 A non-native shrimp species, *Dikerogammarus villosus*, has been confirmed at Barton, on the River Ant. The shrimp was found because of a proactive monitoring programme and the Environment Agency, Broads Authority and Natural England are now working on identifying measures that can be swiftly and efficiently implemented to learn more about the presence of this species with a view to controlling its spread.
- 1.2 The impact of *Dikerogammarus villosus* as an invasive non-native species in other parts of Europe is well documented. This shrimp, known as the Killer Shrimp, preys on small fish and water insects. It is a serious threat to the ecology of the UK rivers. It will be important to investigate its current population and range, and to investigate and implement measures to limit its spread to and from other water courses. The shrimp is unlikely to be a more problem to the ecology of the Broads because the conditions are not favourable for it.
- 1.3 Evidence of the shrimp has been found in Barton Broad and in the River Ant approximately 400m upstream of the Broad also down to the confluence with the Bure (a total distance of approx 9km). There is also evidence of the species in the River Bure around the mouth of the River Ant covering a distance of approx 1400m. The Authority is currently working with other agencies to assess control options, though there appear to be very few options available, as well as completing comprehensive site and activity risk assessments. The Broads Authority is communicating bio-security messages to boat owners and is requesting that people follow the Check Clean Dry bio-security:
 - **Check** boats and fishing kit coming into and leaving the Broads for shrimp.
 - **Clean** all equipment (eg nets, spray decks and footwear) and boats (including canoes) to make sure you are not taking any organism to other rivers. Remove and destroy any shrimps found.

- **Dry** all equipment and clothing, and pump out bilges, or intake sea water if coming from international waters – shrimp can live in damp conditions for many days.

2 Investigation of Tributyltin and Other Heavy Metal Contamination of the Thurne Broads

Contact Officer/Broads Plan Objective: Andrea Kelly/BD3.1

- 2.1 Investigation of contamination of tributyltin (TBT) in sediment derived from historic boat antifouling paints and investigations of replacement alternative biocide additives is ongoing in the Broads.
- 2.2 In 2012/13 the Authority will be supporting Imperial College London to investigate the evolution of TBT degradation in the Broads using core samples collected and dated by University College London (UCL). The chemical analysis of TBT would form a student project, and the data analysis would be part of a continuing investigation. It is also hoped that it will be possible to link the planned analysis with some existing polyaromatic hydrocarbons PAH data to build a bigger picture.
- 2.3 It has been reported that Cu and Zn compounds associated with biocides have caused contamination of harbour and marina sediments, with negative consequences for aquatic organisms. However, relatively little is known regarding antifoulant-derived metals contamination in freshwater lakes.
- 2.4 UCL have already determined that the concentration of antifoulant-derived heavy metals, particularly Cu and Zn which have increased in the in parts of the boated system of the Broads since the banning of TBT (post-1987). Also, recent studies suggest that current levels of sediment contamination by Cu may have negative ecological effects for aquatic ecosystems including inhibition of aquatic macrophyte germination and performance.
- 2.5 In Hickling Broad, post-TBT increases in Cu and Zn are also evident. This student study is proposed to achieve a fuller understanding of recent metal contamination in Hickling Broad up to the present day and extend the data beyond the Thurne Broads. The results of the student study will be provided to the Committee.

3 Angling Platform Enhancements

Contact Officer/Broads Plan Objective: Adrian Clarke/TR3.1

- 3.1 The Broads Authority is working in partnership with the Environment Agency to install 10 angling platforms adjacent to the Authority's 24-hour mooring on the River Waveney at Worlingham. The Environment Agency has paid for the construction costs and the Broads Authority has obtained the necessary permissions and paid for the materials to build the platforms. The site is extremely popular with anglers and was identified as a priority site for angling access improvements by the Broads Authority as angling is restricted on the mooring during the main boating season. The project is supported by the Broads Angling Strategy Group

4 Volunteering

Contact Officer/Broads Plan Objective: Beth Williams/PE3.4

- 4.1 Volunteers' Week is an annual event which celebrates the fantastic contribution that millions of volunteers make across the UK. The week plays a huge part in raising the profile of the millions of volunteers who regularly contribute to society, while inspiring others to get involved too. This year the week will be held between 1-7 June.
- 4.2 The Authority is looking at running an event on Friday 1 June at Hoveton Riverside Park. Invitations will be made to MPs and members. The Authority's volunteers and staff will show case the different types of volunteering activities and invite the public to come along for a taster session. This day/week will be about highlighting volunteering and informing MPs and members of the opportunities.

5 Strategic Priorities 2012/13

Contact Officer/Broads Plan Objective: John Packman/Multiple

- 5.1 Following consultation with the Broads Forum on 9 February 2012, the Navigation Committee on 23 February 2012 and the Parish and Town Councils during January and February, the Broads Authority adopted the Strategic Priority objectives, projects and key milestones for 2012/13. A copy of these are detailed in Appendix 1.

6 Safety Management System Action Plan Progress

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

- 6.1 The external audit report was received and adopted by the Authority at its meeting on the 16 March 2012. The timetable for the review of the Safety Management System Hazard Log has been aligned with the business timetable and will be held in September this year in order to, if necessary, influence budgets to enable actions to be implemented. The Safety Management System Action Plan for the previous hazard review in March 2011 has very few open actions. A consolidated summary of actions from the 2010 hazard review, the external audit and the 2012 hazard review will be reported to this Committee in October. If members need any more detail they are requested to contact the Head of Safety Management.

7 Navigation Patrolling and Performance Targets

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

- 7.1 The significant exercise of powers by the Rangers during February together with the running totals from April 2011, are detailed in Appendix 2. Less patrolling is undertaken in the winter and the targets reflect this. Tree work, training, adjacent water surveys and area team plans have taken up much time together with escorts and collecting and delivering of vessels for refit.

8 Sunken and Abandoned Vessel Update

Contact Officer/Broads Plan Objective: Adrian Vernon/NA5

- 8.1 The update of sunken or abandoned vessels is shown in Appendix 3.

9 Planning Enforcement Update

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

- 9.1 Following queries raised by a member it was agreed to provide regular updates on the position regarding relevant planning enforcement actions. These details are included at Appendix 4.

9 Vauxhall Bridge Update

Contact Officer/Broads Plan Objective: Tom Hunter/NA5.3

- 9.1 Norfolk County Council is leading a programme of refurbishment work on Vauxhall Bridge, Great Yarmouth. The planned work is to be undertaken in the following three phases:
- (1) Preliminary work: two weeks commencing 16 April: involves trial repairs under the bridge outside of the navigation channel. No restriction to navigation.
 - (2) Main works: Commence 13 August: involves all repairs outside of the navigation channel and above the bridge soffit. No restriction to navigation.
 - (3) Final works: Commence 5 November (after half-term holiday): involves a one week navigation closure to allow repairs to the underside of the bridge within the navigation channel.
- 9.2 The navigation channel under Vauxhall Bridge falls within Great Yarmouth Port Authority's jurisdiction, however the Broads Authority has been consulted throughout all discussions.

Background papers: Nil

Author: John Organ
Date of report: 29 March 2012

Broads Plan Objectives: BD3.1, BD6.1, PE3.4, TR3.1, NA4.1, NA4.2, NA4.3, NA5, NA5.3

Appendices: APPENDIX 1 - Strategic Priorities for 2012/13
APPENDIX 2 – Report on the Significant Exercise of Powers by the Rangers during February to March 2012
APPENDIX 3 – Report of Sunken and Abandoned Vessels
APPENDIX 4 – Planning Enforcement Update

Strategic Priority Objectives, Projects and Key Milestones for 2012/13

Priority 1 - Planning for the Long-term future of the Broads in response to climate change and sea-level rise

Ser	Objective	Lead Officer	Projects and Key Milestones	Outcome
1.1	CC2 Develop Broads climate change adaptation plan to identify policy direction and 'no regret' actions	Head of Strategy and Projects	a. Run initial programme of community engagement over climate adaptation by Autumn 2012; b. Review progress and identify next steps to expand spread and depth of engagement and understanding at community level by Dec 2012	Establish with the public an improved understanding of climate change and its potential impacts.
1.2	CC4.4 Development of options for expanding the production of renewable energy	Landscape Officer	Complete a Landscape Sensitivity Project study on the capacity for renewable energy for the Broads by June 2012	Published guidance on locations suitable for renewable energy

Priority 2 - Working in Partnership on the Sustainable Management of the Broads – (a) Landscape and Cultural Heritage

Ser	Objective	Lead Officer	Projects and Key Milestones	Outcome
2(a)1	LC2.1/2.3 Listed and Locally significant buildings	Historic Environment Manager	Complete Conservation Area Appraisals for Geldeston, Ellingham and Ditchingham by December 2012 Publish adopted list of local heritage assets on Broads Authority Website by July 2012	Improve the protection of the area's special qualities and buildings.
2 (a)2	LC3 Promote sustainable development to meet local needs and encourage sustainable	Planning Policy Officer	Progress Local Development Framework - Site Specifics Development Plan Document <ul style="list-style-type: none"> Publication September 2012 	Provide an up-to-date framework for the determination of planning applications

	communities		<ul style="list-style-type: none"> Submission January 2013 	
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**Priority 2 - Working in Partnership on the Sustainable Management of the Broads –
(b) Biodiversity**

Ser	Objective	Lead Officer	Projects and Key Milestones	Outcome
2(b)1	BD1.2 Implement the Biodiversity Action Plan to enhance ecosystem services	Head of Strategy and Projects/Senior Ecologist	Agree conservation management priorities with key stakeholders and present report to the Broads Authority on a collaborative programme of action by March 2013	Improved management of the natural resource through greater collaboration
2(b)2	BD3.1/2 Improvements in catchment management	Head of Strategy and Projects / Senior Ecologist	Hold a catchment workshop/conference with partners in Autumn 2012 to inform and stimulate a Broads catchment approach to water management	Improved water quality in the Broads
2(b)3	BD4.2 Management of fen and drained marsh	Head of Construction and Maintenance and Environment and Design Supervisor	<p>Increase the amount of commercially managed fen by 8 ha by March 2013.</p> <p>Increase fen under agreed management by Broads Authority by 80 ha by March 2013</p> <p>Investigate replacement options for the Fen Harvester and award contract by September 2012</p>	<p>Improve the management of the Broads key natural resource</p> <p>300 ha of fen in conservation management with Broads Authority involvement</p> <p>New equipment in place to manage fen</p>

**Priority 2 - Working in Partnership on the Sustainable Management of the Broads –
(c) Management of the Navigation Area**

Ser	Objective	Lead Officer	Projects and Key Milestones	Outcome
2(c)1	NA1: Deliver a strategic catchment approach to sustainable sediment management to achieve a balance of inputs with outputs, securing defined waterways specifications for the navigation area.	Head of Construction & Maintenance Senior Waterways and Recreation Officer	Implement PRISMA Project Plan by end of March 2013 Dredge 50,000m ³ of sediment from the navigation area by end March 2013 Identify, secure and prepare priority strategic disposal locations to deliver future dredging projects by March 2013 Identify significant sediment sources and develop projects to reduce the inputs by Dec 2012 Complete Sediment Management Strategy Review and update 5 year Action Plan by September 2012; review & agree appropriate performance indicators Dec 2012	Ensure the standard of the navigation area is enhanced in a cost effective and efficient way
2(c)2	NA2: Manage trees and scrub along the river corridor in line with agreed management guidance and criteria.	Head of Construction & Maintenance	Identify priority tree clearance sites, and secure all necessary consents by Sept 2012 Complete 80 days of river bank tree clearance works by end March 2013, including providing opportunities for volunteers Support and facilitate community or users groups to complete appropriate tree clearance work	Encourage reed fringing vegetation to reduce erosion risk and improve safety and sailing conditions within the navigation area by creating a 10m clear width of riverbank where possible.
2(c)3	NA4: Implement, manage and promote safety management measures for the navigation and boats, to minimise risk and reduce environmental	Head of Construction and Maintenance	Complete legal transfer of Breydon Water to Broads Authority jurisdiction by July 2012 Complete programme of identified immediate maintenance requirements by March 2013 Investigate sediment modelling of	Improve safety on the water particularly for novice hirers

	impact		Breydon Water to inform Turntide Jetty replacement options by Sept 2012	
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Priority 3 - Encouraging the Sustainable Use of the Broads – (a) Promoting Understanding, Enjoyment and Wellbeing

Ser	Objective	Lead Officer	Projects and Key Milestones	Outcome
3(a)1	PE1.2 Further develop Broads Authority websites	Head of Communications	Re-launch BA website to encourage greater understanding and involvement in the work of the Authority by the public by March 2013	Improved information in a more user friendly format.
3(a)2	PE2.1 Develop the network of Visitor Information Centres	Head of Communications	Revamp Great Yarmouth Yacht Station customer area by Dec 2012 with increased interpretation and stock/leaflets Create additional interpretation and signage for Hoveton TIC and Norwich, Reedham and Gt Yarmouth yacht stations by March 2013	Better facilities for staff and improved information provision for the public
3(a)3	PE2.3 Increase range of audio visual material to illustrate the cultural history and special qualities of the Broads	Head of Communications	Make 3 additional videos for tourism website to include at least one video history by Sept 2012 Develop QR code technology for use with smart phones at Whitlingham Country Park by July 2012	
3(a)4	PE 3.2 Provide opportunities for 'hard to reach' groups to experience the Broads. PE3.3 Improve delivery of educational experiences	Education Officer	Implement Education Strategy <ul style="list-style-type: none"> Train at least 6 teachers to deliver Forest Schools programme for new audiences with BA messages by December 2012 Provide 2 new educational resource packs on BA website with emphasis on teenage audience by Oct 2012 	Greater engagement with schools and a wider understanding of the Broads by schoolchildren

3(a)5	PE3.4 Deliver and increase opportunities for active engagement through volunteering;	Volunteer Coordinator	Implement Volunteer Strategy <ul style="list-style-type: none"> • At least one Members Volunteering Day to have been run by September 2012 • Four training workshops run for staff who work with volunteers by December 2012. • Four corporate volunteering days identified and listed on the BA website for 2013 by December 2012. • Two external events attended by the BA to advertise volunteering opportunities by April 2013 	Volunteers who are positively engaged in contributing to work that sustains and maintains the Broads environment.
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**Priority 3 - Encouraging the Sustainable Use of the Broads –
(b) Tourism, Recreation and Access**

Ser	Objective	Lead Officer	Projects and Key Milestones	Outcome
3(b)1	TR 1.4 Establish initiative for visitor support for conservation	STEP Project Manager	Implement the STEP Programme according to the Action Plan <ul style="list-style-type: none"> • Produce report on options for visitor conservation fund by June 2012 • Subject to the BA decision in June 2012 support the Norfolk & Suffolk Broads Charitable Trust to allocate the first parts of this fund by March 2013 	Revenue stream from visitors for the maintenance of the Broads
3(b)2	TR3.1 Develop a strategic approach to sustainable access in the Broads	Head of Strategy and Projects and Senior Waterways & Recreation Officer	Publish for public consultation the Integrated Access Strategy for the Broads by September 2012 Publish action plan for implementing access priorities by December 2012	Framework for managing public access in the Broads

3(b)3	TR2.2 Maintain programme of expansion and improvement of moorings, slipways and yacht stations	Senior Waterways and Recreation officer	Refresh action plans for moorings and slipway strategies by Autumn 2012; Develop implementation funding options and priorities for development of new moorings and slipways to 2016 by Jan 2013	Better facilities for boating
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Priority 4 - Governance/Organisational Development of the Authority

Ser	Objective	Lead Officer	Projects and Key Milestones	Outcome
4.1	Integrate our activities to deliver greater efficiencies and increased flexibility for the benefit of all our purposes and help the Authority respond to the changes in funding	Chief Executive/ Director of Change Management & Resources Director of Operations Director of Operations	New organisation transitional arrangements: <ul style="list-style-type: none"> - Complete organisational changes to the Authority by moving to a two Directorate structure in April 2013. - Relocate from the Ludham Field Base by end of March 2013. - Complete the development and improvement of the Dockyard site at Griffin Lane to meet the Authority's operational requirements by end of March 2013. 	Financial savings combined with increased efficiency and effectiveness.
4.2	Increase the organisational and financial capacity of the Authority through effective partnership working	Chief Executive/ Director of Change Management & Resources Director of Planning and Strategy	Implement NPAPA Improvement Action Plan. <ul style="list-style-type: none"> - Undertake Review of Consultation and engagement arrangements with non-statutory stakeholders and local groups to improve feedback and two way exchanges: by December 2012 	Improved performance Improved consultation processes consistent with reduced staffing resources
4.3	Obtain general stakeholder consensus	Chief Executive	Undertake review of the tolls system by September 2012.	

	towards a revised Tolls System, taking into account the Authority's Financial Strategy.		<ul style="list-style-type: none"> - Survey Broads boat owners and analyse results by May 2012. - Conduct workshop for members and stakeholders by end of June 2012. - Develop recommendations through a Working Group by end August 2012. - Consult Navigation Committee on recommendations by 6 September 2012, - Recommendations to be considered by Broads Authority by 21 September 2012. 	<p>Use feedback from boat owners in formulation of future priorities</p> <p>Respond to the concerns of some stakeholders in respect of the hire boat multiplier and the balance of charges between different sized craft.</p>
4.4	Increase the Authority's understanding of its assets to allow them to be used effectively and efficiently	Director of Change Management & Resources/ Head of Safety Management Asset Officer	<p>Asset Management</p> <p>Continue to develop Asset Management Plan to include all assets in addition to land and property.</p> <ul style="list-style-type: none"> - Complete consolidated asset database project scoping – June 2012 - Review and approve revised Asset Management Strategy – April 2012 - Identify further liabilities and associated costs arising out of Broads Authority assets, and incorporate into capital programme – August 2012 - Complete countryside site prioritisation and associated actions by end of 2012 	To provide a comprehensive record of assets to allow them to be used effectively and efficiently and maintained into the future
4.5	TR2 Continue to improve the quality of the visitor experience, providing a consistent standard of facilities, services and welcome. Safety standards at land based sites will be consistent with published safety management System	Head of Safety Management	<p>Implement the Safety Management System Audit Action Plan by end June 2012</p> <p>Develop Tree Management Policy by end May 2012</p> <p>Complete Hazard Review to cover land based activities on Broads Authority sites by Sept 2012</p> <p>Expansion of the Safety Management System to cover identified additional risks by March 2013</p>	Improved safety cover for the public and staff

4.6	Enable effective management of information		<p>Continue to roll out the Document Management System across the whole Authority.</p> <p>Procure latest version of Microsoft SharePoint and associated software licences by April 2012</p> <p>Scope requirements by June 2012 and implement priority actions including recommendations from the Safety Audit by March 2013</p>	Improved efficiency through better handling and recovery of documents.
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APPENDIX 2

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

Rangers Exercise of Powers Analysis <i>(Bracketed figures are running totals, April 2011 to February 2012)</i>					Date: FEBRUARY 2012	
Launch Patrol Areas	Wroxham and Upper Bure	Ant and South Walsham	Hickling, P. Heigham and Lower Bure	Norwich and Middle Yare	Oulton Broad and Upper/Middle Waveney	Breydon Water, Lower Waveney and Yare
Verbal Warnings						
Care & Caution	(87)	(115)	1 (123)	(41)	(16)	(33)
Speed	8 (2782)	(656)	12 (711)	(302)	(225)	(438)
Tolls offences	2 (206)	(132)	(49)	(75)	(59)	(17)
Other	4 (130)	(51)	(51)	(34)	(29)	(151)
Blue Book Warnings						
Care & Caution	(1)	(1)	(2)	(1)	(4)	(3)
Speed	(56)	(8)	(19)	(31)	(14)	(28)
Other	(11)	(6)	(1)	(8)	1 (23)	(7)
Reports for Prosecutions	(1)	(4)	(2)	(2)	(4)	(2)
Special Directions	(42)		(60)	(11)	1 (222)	(28)
Toll Compliance Reports						
Non Payment	1 (115)	(57)	(122)	(161)	1 (103)	(39)
Non Display	1 (77)	(18)	(22)	(81)	(42)	(11)

28 Day request for information	(4)		(18)	(18)	(4)	
BSS Hazardous Boat Inspections			(4)	(1)		
Entry on to Vessels Under BSS			(2)	(1)		
Launch Staffed	6 (231)	9 (128)	11 (221)	6 (247)	11 (171)	(210)
Mooring Inspection Reports Percentage Compliance	100 % (121 %)	100 % (109 %)	81% (116%)	100 % (122 %)	100 % (115 %)	(93%)
Best Value Patrol Targets Percentage Compliance	206 % (197 %)	31% (54%)	45% (101%)	212 % (108 %)	233 % (133 %)	60% (102 %)
ANR Patrols	10 (74)	1 (19)	1 (63)	4 (31)	3 (34)	(2)
IRIS Reports	(71)	(44)	2 (60)	2 (127)	(50)	(109)
Broads Control Total Calls	1,700 (33,141)	Telephone 1,546 (25,981)		VHF 154 (7,160)		

Sunken and Abandoned Vessels

Description	Location found	Action	Abandoned /Sunken Notice Affixed	Result
Abandoned/Sunken small cabin cruiser	Upstream end of Thorpe New Cut	No known owner. Abandoned vessel notice issued.	Yes	The BA crane has not been allowed by Network Rail to operate near the railway line. This vessel will be recovered by workboat Shoveller when she is next in the area.
Sunken Wooden Motor Cruiser	River Yare near the Beauchamp Arms	Owner is raising the vessel on 31 March.	No	.
Sunken wooden cruiser	River Waveney Beccles	Still awaits raising. BESL approached and will be submitting plans for their work in the area of the sunken vessel, they have been asked for a quote for raising and destroying.	No	
Sunken private steel cruiser	River Yare Thorpe	Owner has failed to remove the vessel and has been given a deadline which has now expired. A notice has now been issued and the BA will raise the vessel.	Yes this has now expired	Liaising with Operation Works to raise and remove the vessel.
Abandoned wooden MFV	Oulton Broad	Vessel abandoned after being towed into BA area via the Mutford lock.	Yes	Awaiting expiry of notice.

Enforcement Update

This table shows the updates on enforcement matters relating to Navigation matters currently under consideration since the last Navigation Committee on 23 February 2012.

Committee Date	Location	Infringement	Action taken and current situation
7 December 2007 23 April 2010	South side of Thorpe Island (New Cut)	Unauthorised mooring of vessels	<ul style="list-style-type: none"> • Authorisation to serve any necessary notices and take enforcement action following legal advice. • Network Rail wrote directly to those concerned and set in train procedures for notices to quit land. • Network Rail procedures underway. •
5 December 2008 5 March 2010 16 July 2010	"Thorpe Island Marina" West Side of Thorpe Island Norwich (Former Jenner's Basin)	Unauthorised development	<ul style="list-style-type: none"> • Temporary Stop Notice served on 10 and 11 November 2008 and Enforcement Notice served on 12 November 2008 with compliance required by 11 January 2009. • Authorisation granted to initiate prosecution proceedings should compliance not be achieved. • Compliance not achieved therefore. • Enforcement action delegated to Director of Planning and Strategy in consultation with solicitor. • Use of basin monitored. • Landowner served with Section 330 Notice on 11 August 2011 – Response received. • Berth holders advised of breach. • Site inspection on 21 October 2011 showed vessels in basin and unauthorised works and structures on land. • Enforcement Notices served on 7 November 2011 on landowner, third party with legal interest and all occupiers. Various compliance dates from 12 December 2011. • Appeal lodged on 6 December 2011, to be dealt with at a Public Inquiry on 1 and 2 May 2012.

Committee Date	Location	Infringement	Action taken and current situation
4 February 2011	Hardley Mill, Hardley Marsh	Breach of condition of Planning Permission BA/2007/0100/FUL Materials for mooring pontoons	<ul style="list-style-type: none"> • Authority for officers to negotiate further to attempt to reach a satisfactory solution concerning modification of mooring pontoons. If no resolution reached, authority to issue a Breach of Condition Notice. • Agreement in writing re painting of railings and fencing. • Trust has undertaken to complete work by end of March weather permitting.
4 November 2011	Plots 37 and 38 Crabbetts Marsh, Horning	Unauthorised development of piling	<ul style="list-style-type: none"> • Authority given for enforcement notices to be served. • Enforcement Notice served on 18 November 2011. • 19 December 2011 meeting with landowner. • Appeal submitted. Start date 3 February 2012.