

Broads Authority

30 April 2021

Agenda item number 7

Summary of actions and outstanding issues following decisions at previous meetings

Title	Meeting date	Lead officer	Summary of actions	Progress so far	Target date
Pilot agri-environment scheme for the Broads (Broads Test and Trial of ELMS)	16/03/2018	Andrea Kelly	Submission to Defra for pilot agri-environment scheme for the Broads, which builds on partnership work with NFU and local land managers and is prepared with assistance of local conservation NGOs.	<p>Oct 2019: Defra awarded Broads Test and Trial (T&T) contract. Sub-contracts awarded to Natural England, Norfolk Farming Wildlife Advisory Group and facilitator.</p> <p>Nov 2019: Broads Test and Trial published on website. Project investigating payments, management interventions, monitoring and verification of interventions.</p> <p>13 Nov 2019: First partnership workshop with 63 farmers and land managers hosted by BA, NFU, Natural England, Norfolk Farming Wildlife Advisory Group and facilitator, excellent participant feedback.https://www.broads-authority.gov.uk/looking-after/projects/environment-land-management-system. Workshop report circulated to Steering Group and participants and interested parties.</p> <p>10 Feb 2020: Defra ELMS team and Broads farmer site visit.</p> <p>Dec 2019 - May 2020:</p> <p>Objective 2 - Developed detail and costs of management interventions and scheme tiers for grazing marsh and fen/reedbed habitats; reviewed Site Emission Tool (carbon calculator) from similar habitats to trial from June 2020.</p> <p>Objective 3 - Trialled self-assessment form for fen and fen meadow in liaison with Conservation Organisations and British Reed Growers Association.</p> <p>Objective 4 - Assessed local board roles and membership.</p> <p>Objective 5 - Mapped information to inform collaboration around the Broads.</p> <p>29 Apr 2020: Submitted contract variation to Defra for extension from June-Oct and additional budget to collect data. Defra invited BA to submit costs for up to date fen management work.</p> <p>May 2020: Preparing online surveys and pre-recorded presentations.</p> <p>Jun 2020: Responded to Defra ELMS Policy Consultation and responding to Defra Peat Strategy Consultation.</p> <p>Signed new T&T Defra contract. Sent two online surveys to over 300 farmers and land managers - 77 completed.</p> <p>Contributed to thematic webinar on advice provision to Defra policy team. Preparing presentation to T&T thematic 15th July to Defra policy team. In discussion with partners and Defra on additional work to assess fen payments. Prepared grazing costs for verification with 10-15 farmers and land managers.</p> <p>Tested Site Emission Tool (carbon calculator) on one site and gaining agreement to test carbon savings on farmers land. Working with Oxford University Research Student to assess ELMS in Norfolk. Sept 2020:</p>	31/08/2021

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				<p>Analysed two online surveys. T&T report written for approval by Steering Group. Outputs include Broads Tier Structure, grazing payments budget and Collaboration Plan.</p> <p>EPA presented conclusions to Defra ELM scheme Policy Team. Defra requested BA applies for contract extension for further ELM scheme work, focusing on advice provision, formation of Local Board and role of convenors.</p> <p>Oct 2020: Full Report and Summary Action Plan published(https://www.broads-authority.gov.uk/looking-after/projects/environment-land-management-scheme). Held meeting with Defra ELM team leaders and policy officers.</p> <p>Extension and new contract being formalised with Defra to test and trial 'advice provision' by end Dec 2020 and 'local governance' by end March 2021. Advice online questionnaire drafted. Policy governance approach and role for investment gathering being discussed.</p> <p>Jan 2021: Advice Provision Survey sent, analysed and Report published Broads-Test-Trials-Extension-Advice-Provision-Final.pdf (broads-authority.gov.uk). c.60 responses from farmers (71%) and land managers. New Test & Trial on setting up and trialling Local Governance proposal submitted to Defra for approval Jan 2021.</p> <p>Feb 2021: New Test & Trial approved by Defra Jan 2021. Partners will set up and trial the Broads Land Management Board and Local Convenor role and operate the Board via topic based seminars.</p> <p>Defra and Protected Landscape Farming Project is providing free advice on entering countryside stewardship -Countryside Stewardship in the Broads flyer (broads-authority.gov.uk). The Farming Project is also working with 3 local AONBs and UEA to produce Protected Landscape Natural Capital Evidence Compendium for farmers and land managers to support their E.L.M.</p> <p>9 Mar 2021: Defra guidance on Farming in Protect Landscape scheme, due in Feb, still awaited. Decision expected in late April.</p>	
National Parks Review: Response	28/09/2018	John Packman	<p>That the Chairs' Group, together with the Chief Executive, provide a robust response for submission to the Review Team based on the eight areas required of the team and guidance from Members as indicated.</p> <p>Deadline response submission 18 December 2018. Chairs Group to meet 5 Dec 2018 to finalise response and consider points raised.</p> <p>Members also able to submit individual responses.</p>	<p>Sept 2019: Landscapes Review Final Report published 21 Sept. Awaiting Government response to review. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/833726/landscapes-review-final-report.pdf</p> <p>Nov 2019/Jan 2020: Members received preliminary paper for discussion. Report on 31 Jan highlighted Review's 27 proposals and asked Members to consider BA priorities for more detailed discussion. Agreed to focus on where BA already taking action in line with Broads Plan, and where resources allow.</p> <p>Mar 2020: Issues for future discussion: Climate change and carbon capture; Biodiversity and future of agriculture; Promoting wider participation with National Parks on health and wellbeing benefits; Explore Proposal 21 Welcoming new landscaping approaches in cities and the coast - e.g. Norwich City as a National Park City.</p> <p>May 2020: Report and presentation on climate change to be given at BA meeting 24 July 2020.</p> <p>Oct 2020: Awaiting Government response on Landscape Review.</p> <p>Nov 2020: Defra's publication of The Ten Point Plan for a Green Industrial Revolution (publishing.service.gov.uk), which includes this headline "New national parks and greater protections for England's iconic landscapes to improve access to nature and better protect the country's rich wildlife and biodiversity".</p>	24/07/2020

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				April 2021: Awaiting Government response on Landscapes Review.	
Collaboration with Norfolk County Council	01/02/2019	John Packman	<p>That the Authority supports Norfolk County Council's aspiration for a single management structure for the Norfolk Coast Area of Outstanding Natural Beauty and the Wash, and North Norfolk Coast Natura 2000.</p> <p>That the areas of co-operation with Norfolk County Council and the progress that is being made is noted.</p> <p>That officers explore the possibility of more formal yet flexible platforms for future collaboration with Norfolk County Council focussing on procurement, bidding for external funding and staffing arrangements. (eg: A Memorandum of Understanding)</p> <p>Project proposal to be submitted to Norfolk County Council to be a partner in the EU Interreg programme Experience. This 3 year project involves taking forward the recent Discover England project to French and US markets and extending National Park branding. The draft budget is c £270,000 for over 3 years with a match funding contribution from the Authority of £75,013.</p>	<p>Collaborative work ongoing with Norfolk County Council.</p> <p>4 Jul 2019: BA member and officer site visit to Norfolk coast in association with Norfolk Coast Partnership.</p> <p>Project proposal for BA to be partner in Interreg EXPERIENCE project successful. Kick-off meeting (initially scheduled in Dec 2019 but postponed due to election purdah) in February 2020.</p> <p>May 2020: Scoping Cooperation Agreement between BA and Norfolk County Council.</p> <p>June 2020: BA supporting development of Norfolk and Suffolk Environment Plan, led by Norfolk and Suffolk County Councils. UEA developing asset inventory with set of indicators.</p> <p>July 2020: Cooperation Agreement between BA and Norfolk County Council under review by nplaw. Norfolk Coast Partnership Management Group due in July to be replaced by series of topic-specific emails, including 2020-21 planned actions for AONB and new Management Plan.</p> <p>Sept 2020: Awaiting feedback on final draft of Cooperation Agreement between BA and Norfolk County Council. Feedback provided to North Norfolk AONB on their draft Management Plan.</p> <p>Oct 2020: Cooperation Agreement between BA and Norfolk County Council (NCC) signed. BA officer registered to bid writing course organised by NCC. BA contributing £1k to Norfolk Coast Biodiversity Audit.</p> <p>Dec 2020: Natural Capital Evidence Compendium for Norfolk and Suffolk published online PowerPoint Presentation (norfolkbiodiversity.org) and PowerPoint Presentation (greensuffolk.org)</p> <p>Feb 2021: NCC supporting Broads Natural Capital Evidence Compendium targeted for farmers and land managers to support their ELM plans.</p>	22/05/2020
Hosting National Parks' Communications Unit	22/03/2019	Rob Leigh	BA hosting UK National Parks Communications Service on basis set out in report, and Appendix 1 of report approved.	<p>1-3 Oct 2019: BA hosted National Parks Heads of Communication Officers meeting.</p> <p>Nov 2019: Communications Strategy approved by English CEOs Group and Chairs Group. Internal roll out of National Parks branding/messaging launched. BA staff briefed on 16 Oct and Members on 22 Nov.</p> <p>Jan 2020: Work ongoing to scope review of National Parks website. Ongoing campaign support includes photography competition and Discover National Parks Fortnight 4-19 April 2020. Workplan and steering group meetings scheduled.</p> <p>2-4 Mar 2020: Heads of Communications meeting.</p> <p>July 2020: Virtual meeting of all Heads of Communications arranged for 29 Sept.</p> <p>Aug 2020: New website progressing, with expected launch Autumn 2020. Collaborative safe visiting (Covid safe) visitor messaging campaigns ongoing.</p> <p>Nov 2020: New website launched. Other ongoing work includes a relaunch of the National Parks e-newsletter (Dec 2020), communications regarding COVID-19 and new visitor information, planning for a virtual Discover National Parks Fortnight in 2021.</p>	

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Wherryman's Way footpath on River Chet	26/07/2019	Rob Rogers	Wherryman's Way footpath by River Chet included in priority actions for new Waterways and Recreation Officer. Discussions ongoing with Norfolk County Council.	<p>Work to be split into 2 phases over winter 2020 and 2021. Plan is to concentrate efforts in first year on Loddon FP4, Langley with Hardley FP9 and Loddon FP5.</p> <p>NCC to repair two bridges at Loddon FP4 by Sept 2020.</p> <p>Environmental officers to complete minor tree/shrub clearance by Oct 2020.</p> <p>BA operations team to dredge Chet for 3 months from Oct 2020 and dispose of material on sections of footpaths mentioned. They will return 6 months later to rebuild paths with new material. Similar work to continue in 2021 to restore rest of footpaths at eastern end of Hardley Flood.</p> <p>May 2020: Project now part of a much larger programme of works in partnership with Norfolk County Council and CIL application; to include new circular routes, bank stabilisation, signs and infrastructure, and access for all resurfacing works. Programme improvements across entire Wherryman's Way beginning 2021.</p> <p>Oct 2020: Funding application submitted Aug, been through first round approval and decision to be made in Dec.</p> <p>Dec 2020: Application unsuccessful. Reframing bid with Norfolk CC colleagues to submit in a future funding round.</p> <p>Apr 2021: BA to dredge River Chet and place sediment onto footpath winter 2021/2022. Arrangement made with Norfolk CC to return up to 18 months later to reshape footpath once sediment has dried.</p>	31/12/2021
Draft planning documents for consultation	27/09/2019	Natalie Beal	Processes for consultation on Draft Marketing and Viability SPD and Residential Moorings Guide, and adoption of Flood Risk SPD and Statement of Community Involvement.	<p>Sept 2019: Documents submitted for first stage public consultation from 30 Sept to 22 Nov.</p> <p>Jan 2020: Statement of Community Involvement (SCI) and responses to consultation considered by Planning Committee on 6 Dec 2019 and adopted by BA on 31 Jan 2020.</p> <p>Jan-Mar 2020: Flood Risk SPD and responses to consultation considered by Planning Committee on 10 Jan. Amended SPD approved by BA for 2nd round consultation from 31 Jan to 6 March. Planning Committee 6 Mar recommended that BA adopt SPD following minor amendments.</p> <p>May 2020: Draft documents endorsed for consultation (under delegated powers in light of COVID-19 lockdown): Marketing and Viability SPD (Planning Committee 7 Feb & 6 Mar), Residential Moorings Guide (Planning Committee 6 March), consultation period for both documents 16 March to 5 June.</p> <p>July 2020: BA adopted amended SCI to reflect COVID-19 restrictions.</p> <p>25 Sept 2020: BA endorsed joint statement with Environment Agency on Strategic Flood Risk Assessments.</p> <p>Oct 2020: Draft Residential Moorings Guide and Peat Guide both out to public consultation.</p> <p>Mar 2021: Residential Moorings Guide went to Planning Committee (Feb) and due to go to BA (March) for adoption, but delayed to consider further comments from EA. Peat Guide went to Planning Committee (5 March) and on this agenda for adoption.</p> <p>Apr 2021: Peat Guide adopted at March Broads Authority. Marketing Guide could be out for consultation from May. Residential moorings guide still delayed.</p>	24/07/2020
Extinguishment of Public Rights of Way	27/09/2019	Lewis Treloar	To approve the preparation of the Public Extinguishment Orders for the PROWS which have been diverted under the Broads Flood Alleviation Project (BFAP).	<p>6 Jan 2020: Consultation began for extinguishment of first bundle of footpaths (Cantley FP18, Stokesby FP6 and Mautby FP12)</p> <p>5 Feb 2020: Consultation ended 3 Feb and Orders signed and sealed, with notices served to relevant stakeholders.</p>	31/05/2021

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				<p>3 Mar 2020: One objection received a day before confirmation of the Orders was set to go ahead.</p> <p>18 Mar 2020: Objection withdrawn following discussions.</p> <p>May 2020: Confirmation agreed but progress postponed due to COVID-19 situation.</p> <p>Jul 2020: Awaiting guidance from Highways Authority on when process can be finalised.</p> <p>Aug 2020: Still no update from Defra.</p> <p>Oct 2020: First bundle of footpaths have been confirmed and now await NCC to legally remove them from the definitive map. Work on extinguishing the next 3 paths to begin Nov 2020.</p> <p>Jan 2021: Next bundle of footpaths surveyed but, due to Covid-19 lockdown restrictions, cannot be progressed further at this stage.</p>	
Water Resources East	27/09/2019	Marie-Pierre Tighe	Broads Authority to join Water Resources East (WRE) Water Resources Board at a cost of £15,000 for 2019/20 to support work and connect initiatives in Broadland catchment to wider Eastern Region. Funds to come from National Park Reserves. BA to review its WRE membership in September 2020.	<p>8 Oct 2019: WRE Directors' Board meeting attended by Director of Strategic Services, who was appointed as Board member. On agenda: Board and governance matters, appointments, technical programme, engagement.</p> <p>15 Oct 2019: WRE Strategic Advisory Group attended by Director of Strategic Services and Catchment Officer, engaging with wide range of stakeholders.</p> <p>Oct 2019: WRE added to BA Partnerships Register.</p> <p>Dec 2019: WRE Managing Director presented their work to Broadland Futures Initiative group.</p> <p>14 Jan 2020: Director of Strategic Services attended WRE meeting. On agenda: Procurement policy and appointment of auditor, operational budget, 2020/21 business plan. Overall aim is to agree Water Management Plan by December 2021.</p> <p>11 March 2020: Director of Strategic Services attended WRE meeting. Main discussion item was draft business plan.</p> <p>April 2020: WRE hosted discussion with support from NALEP to discuss potential water related project opportunities in Norfolk and Suffolk. Next meeting 22 June 2020</p> <p>June 2020: Board approved WRE 3-year business plan. https://wre.org.uk/wp-content/uploads/2020/07/WRE-Draft-3-Year-Business-Plan-2020-23-FINAL-for-publication.pdf. pagespeed.ce.gG1V1TGDOA.pdf</p> <p>WRE's vision is "for Eastern England to have sufficient water resources to support a flourishing economy, a thriving environment and the needs of its population, and for the region to be seen as an international exemplar for collaborative integrated water resource management."</p> <p>Sept 2020: Next board meeting on 12 Oct 2020.</p> <p>Nov 2020: WRE Membership review on BA agenda. Agreed for BA to remain a WRE member until Sept 2023.</p> <p>Dec 2020: Board meeting held 15 Dec, with 6-month review of WRE business plan and presentations on "Future Fens" project and "Multi Objective Decision Making".</p> <p>Mar 2021: Appointment of new independent chair, former Environment Agency chief executive Dr Paul Leinster CBE, taking over from Henry Cator.</p> <p>Apr 2021: WRE joined forces with Norfolk County Council, partners and The Nature Conservancy to develop county-wide sustainable water management plan for Norfolk. Norfolk will be first of two</p>	30/09/2020

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				European sites to pilot Water Fund, where nature-based solutions and other infrastructure will be amalgamated into an investable, long-term, proposition for private and public financing.	
Responding to Climate Change Emergency	27/09/2019	John Packman	<p>To adopt Climate Change Emergency Statement for the Broads (first report Appendix 1) and principles outlined for BA to:</p> <p>Recognise climate emergency</p> <p>Work toward making the Broads Authority 'carbon neutral' by 2030, with further objective of reducing all carbon emissions to zero by 2040.</p> <p>Establish base line for CO2 emissions using a common methodology with NPAs and develop an Action Plan and Monitoring system</p> <p>Work with constituent local authorities to reduce emissions from domestic, travel and other sources in the Broads across the two counties.</p> <p>Work with farmers, land managers, NFU and Defra to influence land management practices, to maintain and build organic matter and carbon in soil, improve biodiversity and store water to protect against flooding and drought.</p> <p>Work with boating and tourism organisations to continue promoting and developing environmentally friendly boating and sustainable tourism ; and</p> <p>Aspire to offsetting carbon emissions locally within the Broads by a Broads offsetting scheme.</p>	<p>Sept 2019: Principles agreed - first in series of items dealing with climate change.</p> <p>22 Nov 2019: Presentation to BA from Asher Minns, Director of Tyndall Centre at UEA and update by CANAPE Project Manager/Carbon Reduction Projects Manager.</p> <p>10 Jan 2020: Planning Committee report on planning policy response to climate change mitigation and adaptation.</p> <p>May 2020: Progress report to BA prepared on Climate Change Action Plan for Broads Authority and Broads Area. Deferred to BA meeting in July due to COVID-19 situation.</p> <p>July 2020: Report on agenda on Climate Change Action Plan - agreed to set target of 1.5 degree compliant emissions curve for Broads executive area, in line with Tyndall Centre recommendations, and use as basis for public engagement and working with partners.</p> <p>Sept 2020: National Parks England received data from BEIS on emissions from National Parks and the Broads. Work underway to better understand these figures, in particular around boating emissions listed as several times higher than previous estimates.</p> <p>Yare House electricity supply switched to Green Tariff. BA investigating capacity of its equipment to use higher percentages of biofuel. These measures will achieve targeted savings for this year.</p> <p>With South Downs NPA, BA working with Smallworld Consulting Ltd to deliver Consumption Baseline for Broads Area by March 2021. From data provided by this and BEIS data, BA will establish savings needed in each year to achieve carbon neutrality.</p> <p>12 Mar 2021: Facilitated presentation on climate change to the Norfolk Public Sector Leaders Board.</p>	
Visitor Services Review (Exempt)	22/11/2019	Rob Leigh	To continue to examine the short-term options presented and test different small-scale options if possible, and to defer considering a business case and site analysis for a Visitor and Education Centre.	<p>Nov 2019: Acle Bridge site included in strategic approach to visitor services in Visitor Services Review (exempt report) to BA on 22 Nov. In line with BA decision, current visitor services development focusing on sites other than Acle Bridge, e.g. Forum in Norwich.</p> <p>Mar 2020: Negotiations with Norwich City Council continuing positively. Aiming for launch of new facility in Norwich Forum in April. BA committed financial support from existing visitor centre budgets towards staff presence and refurbishment works. Good progress made for visitor centre presence at Lowestoft rail station, aiming to be in place in April and funded from existing visitor centre budgets.</p> <p>May 2020: Plans on hold due to COVID-19 situation.</p>	31/03/2021

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				<p>July 2020: Plans for refurbishment of new combined Norwich/Broads/Jarrod visitor centre at Norwich Forum on hold until close of season 2020; likely to be in done in time for 2021 season. May be possible to have Broads presence within visitor centre from late July 2021; awaiting update from Norwich City Council on reopening plans.</p> <p>Lowestoft Rail Station Broads National Park signs and Suffolk Wildlife Trust Carlton Marshes visitor centre display on hold due to COVID-19.</p> <p>Existing TICs at How Hill and Hoveton reopened on 4 July. Boat trips expected to be running again by end of July.</p> <p>Sept 2020: Ra trip boat awaiting repair to control unit, which has delayed trips restarting. Visitor centres: Norwich City Council trialling reopening Norwich Forum with reduced capacity; working towards refurbishment for 2021 season but uncertainty due to C-19 and Jarrolds reorganisation. Broads National Park display completed at Lowestoft train station TIC (run by Community Rail Partnership). Suffolk Wildlife Trust, Carlton Marshes - agreed to install Broads National Park displays before official opening Spring 2021 (soft opening Autumn 2020).</p> <p>Jan 2021: Ranworth TIC to reopen April 2021 as Broads National Park information centre with Liana boat trip running from staithe. Ra will move to Hoveton.</p> <p>Investigating possibility of installing Broads National Park display on outside area of Norwich Forum from Summer 2021 to Spring 2022. Project would be funded by Intereg EXPERIENCE project. Work progressing with Norfolk County Council to secure funding and procure exhibition specialist. Discussions ongoing regarding on inside space of Forum information centre.</p> <p>April 2021: Ranworth TIC reopened.</p>	
Response to the COVID-19 emergency and the financial position of the Broads Authority and local businesses	25/06/2020	John Packman	That the Authority supports the approach for hire boat charges in 2020/21 outlined in the report following consultation with the Navigation Committee on 11 June 2020. To authorise the Chief Executive to negotiate and sign a Change Control Notice to the Authority's Funding Agreement with Defra on the lines set out in paragraph 2.2. of the report, following consultation with the Chairman and Vice-Chairman of the Authority and the Chair and Vice-Chair of the Navigation Committee, and subsequent circulation of the document to members for comment.	<p>July 2020: Chief Executive gave verbal update at 24 July BA meeting. Hire boat operators informed of arrangements agreed by BA on 1 July 2020. Survey of hire boat operators carried out on impacts of Covid-19 on their businesses.</p> <p>3 Sept 2020: Update to Navigation Committee on BA financial position and hire boat operators survey results; NC endorsed recommendations to BA as in report on today's agenda.</p> <p>Nov 2020: Second hire boat operators survey carried out. Member briefing on tolls 5 Oct. Update report to Navigation Committee 22 Oct and recommendations in report to BA on today's agenda.</p> <p>Jan 2021: BA Management Team and Sections Heads continuing weekly COVID Management Group meetings to review Government guidance and financial position and prepare briefing for members, staff and volunteers. Finance report on today's BA agenda outlines latest financial information.</p> <p>Mar 2021: BA provided verbal update at BA meeting on 19 March, including recruitment of new Rangers and completion of nine animated safety videos.</p> <p>April 2021: Initial training of Rangers completed. Animated videos circulated and received positive reviews.</p>	03/09/2020
The question of a Disclosable Pecuniary Interest	29/01/2021	John Packman	The Monitoring Officer offered to obtain a second opinion regarding her advice, previously given, that members who were Directors or Chief Executives of a hire boat	<p>Mar 2021: Monitoring Officer given necessary instructions seeking a second opinion and is awaiting the further advice.</p> <p>19 April 2021: Monitoring Officer circulated legal opinion to all Members with a view to having further discussion with the three Members affected before reporting to the next meeting.</p>	19/03/2021

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regarding the setting of tolls			company had a Disclosable Pecuniary Interest regarding the agenda item on the setting of navigation charges.		

Date of report: 14 April 2021