

Appendix 1: Roles and Responsibilities

Summary by activity

Activity	Responsibility
Angling & fish	The Environment Agency issues rod licenses and also works to improve fish habitats. Norwich City Council issues permits for angling on stretches of bank it owns. Anyone who wishes to fish from any stretch of bank should also contact the relevant landowner.
Anti-social behaviour	Anti-social behaviour (i.e. noise complaints) can be reported to the Police if it takes place in a public place. Emergencies should be reported to the Police using the number 999. Further information is available on Norwich City Council's website.
Bank management	It is up to the landowner of any stretch of bank to maintain it. The Norfolk and Suffolk Broads Act 1988 Schedule 5 s11 gives the Broads Authority the power to require landowners to put landing places, embankments, private moorings or structures into a good state of repair.
Biodiversity, ecology & water quality	The Broads Authority has a statutory duty to complete Water Framework Directive assessments. The BA also administers river works licences while the Environment Agency gives separate consents for works on the Wensum. Natural England can provide advice on projects which may affect designated sites. The Environment Agency collect water quality monitoring data which the Broads Catchment Partnership interprets. The Broads Authority also collects water plant data.
Boating on the river	As the Navigation Authority, the Broads Authority is responsible for navigation safety on the river and for the signing and marking of waterways, maintaining the network of 24 hour moorings and providing a ranger service to assist the public and enforcing byelaws (such as speed limits)
Boat mooring - illegal mooring	Incidents of prolonged illegal mooring should be reported to NPS Norwich Ltd which manages the council's property assets.
Boat mooring - installation, management & navigation	The landowner should be the first contact in discussions about the management of existing moorings or any proposals for new moorings. Norwich City Council owns the bed of the River Wensum. The Broads Authority has a duty to maintain navigation so will also have an interest in mooring and obstructions along the river. A Navigation Works licence is required for any works which will affect the navigation of the Wensum. The Broads Authority ensures boats are compliant with the requirements of the Boat Safety Scheme and have insurance and manages the network of 24-hour moorings including the Yacht Station

Activity	Responsibility
	during the summer season
Dredging and de-silting	It is primarily the responsibility of the Broads Authority to dredge and de-silt the River Wensum downstream of New Mills. The Environment Agency is responsible for the dredging and de-silting of the Wensum upstream of New Mills.
Flooding, flood defence & Sustainable Urban Drainage Systems (SUDS)	The Environment Agency can advise on appropriate mitigation and adaptation for most development proposed within flood zones 2 and 3. Any works on or near a main river or flood defence structure, in a flood plain, or on / near a sea defence may require a permit for flood risk activities. The EA can also advise on many other issues related to flood risk from fluvial and coastal sources and provides support and co-ordination during significant flood incidents. The County Council is the Lead Local Flood Authority (LLFA) for Norfolk and they have responsibility for managing local sources of flooding from surface-runoff, groundwater and small watercourses. The LLFA has a duty to develop, maintain and deliver a strategy for the management of local flood risk, to investigate significant flooding and to advise on the suitability of Sustainable Urban Drainage Systems (SuDS) proposed as part of new major developments.
Hire boat licencing	The Broads Authority administers licences for boat hiring companies.
Leisure & tourism	Norwich City Council and Visit Norwich are the primary leaders on tourism in Norwich, while the Broads Authority takes an active interest in tourism opportunities with relation to the river.
Maintenance of bridges	Norfolk County Council is primarily tasked with the maintenance of bridge structures and landing points while Norwich City Council is tasked with the maintenance of the surface of adopted highway bridges. Some bridges are not in public ownership and are maintained by private owners (i.e. Network Rail are responsible for the maintenance of the Trowse railway bridge)
Litter collection	Norwich City Council collects litter both in the river and on the riverbank. This is undertaken by a monthly boat collection; the boat goes upstream and downstream of New Mills on alternate months so each section of the river gets cleaned six times per annum. The Broads Authority has no specific responsibility for litter collection but in practice they carry out a litter sweep at the beginning of each year and then pick litter up as and when necessary when the rangers are out and about.
Maintenance of lighting	Norwich City Council maintains lamp-posts on public land.

Activity	Responsibility
Maintenance of public open space	Norwich City Council maintains areas of open space which are adopted, leased or owned by the city council.
Maintenance of Riverside Walk	Norwich City Council maintains stretches of Riverside Walk which are adopted public highway or are owned or leased by the city council. Any other stretches of Riverside Walk are maintained by their owner.
Maintenance of trees on public land	Norwich City Council maintains trees on public land. Trees on private land are maintained by the landowner.
Planning	Most forms of development will require planning permission. The Planning Portal (hyperlink) can help with most enquiries. Speak to Norwich City Council about development on the land and the Broads Authority about development on the river (downstream of New Mills Yard).
Surface water outfall	Anglian Water manages water services and water recycling. Some recycled water enters the River Wensum.
Tolls and boat registration	The Broads Authority collects tolls for vessels kept or used within its navigation area or adjacent waters.

Summary by organisation

Norwich City Council

- 1.1 Norwich City Council is the city's local authority and is responsible for the operation of a wide range of public services within its administrative area. Key functions and responsibilities relating to the river are set out below.

Table 1

Planning function	Norwich City Council is the local planning authority for Norwich, so most forms of development within the river corridor will require planning permission from the council, excluding development on the river itself for which the Broads Authority is the relevant planning authority (see below). As part of its planning function the council provides pre-application advice to landowners and developers, processes planning applications, and produces local planning documents including the local plan and supplementary planning documents. The river corridor includes many historic buildings and structures; the planning function includes processing applications for conservation area consent and listed building consent.
Landowner	The city council owns the riverbed south of New Mills (out to Hardley Cross, Loddon), and the Port of Norwich - the area between Foundry Bridge and Carrow Bridge (Riverside and Corporation Quay). The council therefore has an interest in mooring and development on the river. The council also owns significant land and buildings close to the river, including New Mills Yard and Norwich Yacht

	Station, Wensum Park, Anderson's Meadow, and Mary Chapman Court. Where buildings are owned by the council there are often leaseholds or partnerships in place which means that they are managed and maintained by others. Completion of the Riverside Walk is a long-standing council ambition and the council has acquired extensive sections of riverbank in pursuance of this objective. Whilst this is publicly available land, the council has the responsibility to maintain it (and other Riverside Walk land that it leases) and deal with any other issues that arise such as anti-social behaviour.
Walking and cycling	The council promotes enhanced walking and cycling routes throughout the city area. The Norwich cycle network (or Pedalways) links with the Riverside Walk in a number of locations.
Maintenance responsibilities	The city council has a wide range of maintenance responsibilities related to its landholdings within the river corridor. Maintenance responsibilities include grounds maintenance, maintenance of trees on public land, maintenance of open spaces and of the riverside walk, maintenance of river structures (eg pontoons, moorings), lighting maintenance, and litter picking. Highways maintenance is also a city council function as the council acts as an agent for the Highway Authority (Norfolk County Council).

- 1.2 Other city council roles and responsibilities include promotion of the city's tourism, events and sporting opportunities including any such opportunities relating to the river, economic development, housing, and community engagement. Further information on the city council's roles and responsibilities can be found on the [Norwich City Council website](#).

The Broads Authority

- 1.3 The Broads Authority is a Special Statutory Authority established under the Norfolk and Suffolk Broads Act 1988 with similar responsibilities to those of the English National Parks. It is the Local Planning Authority for the tidal River Wensum through Norwich up to New Mills Yard and the Harbour and Navigation Authority. The Broads Authority has three duties as set out in the Norfolk and Suffolk Broads Act 1988 and the Broads Authority Act 2009: conserving and enhancing the natural beauty of the Broads, promoting the enjoyment of the Broads by the public, and protecting the interests of navigation.
- 1.4 The Authority is also a Harbour Authority and has a duty to maintain the Norwich Navigation providing access to the Port of Norwich for commercial craft. The Authority's duties and responsibilities apply to the River Wensum downstream of New Mills. Development which is proposed for the river and its banks will require planning permission from the Broads Authority. The Broads Authority is a statutory consultee on planning applications affecting

land adjacent to the river which are dealt with by Norwich City Council and provides advice on design of developments and use of the river and its banks (up to the mean high water mark). The Broads Authority also has a number of responsibilities and functions associated with boating on the river including: mooring; hire boat licensing; boat registration and tolls; operating Norwich Yacht Station during the summer season; dredging the riverbed; maintaining and improving the navigation area to a suitable standard; health and safety and boat safety scheme; and signage on the river. The Broads Authority promotes the enhancement of biodiversity, ecology & water quality. Along with the city council, the Broads Authority also has a role in promoting tourism across their whole area including the River Wensum. Further information on the roles and responsibilities can be found on the [Broads Authority website](#)

1.5 Further information on roles and responsibilities is set out in Table 2 below:

Table 2

<p>Navigational Powers</p>	<p>The Authority’s navigation duties and powers were originally defined in the Norfolk and Suffolk Broads Act 1988. The Broads Authority Act 2009 conferred further powers on the Authority. The Authority has the duty to:</p> <ul style="list-style-type: none"> (a) Maintain the navigation area for the purposes of navigation to such standard as appears to it to be reasonably required; and (b) to take such steps to improve and develop it as it thinks fit. <p>In relation to the River Wensum Strategy the navigation area comprises the stretches of the open water of the rivers Yare and Wensum in the project area and their banks below mean high water spring tide level.</p> <p>The navigation area is open to any person (upon payment of all navigation charges) for:</p> <ul style="list-style-type: none"> (a) navigation; (b) the shipping and unshipping of goods; and (c) the embarking and landing of passengers. <p>With reference to Norwich, the Norfolk and Suffolk Broads 1988 Act further defines an area as the “Norwich navigation”. This means the part of the River Wensum which is downstream of Foundry Bridge together with the part of the River Yare which is both downstream from its confluence with the River Wensum and within the navigation area. It is under this part of the 1988 Act that the Authority has responsibility for maintaining and managing the port of Norwich for sea going vessels.</p> <p>The Broads Authority also has powers to make byelaws in order to ensure best management of the navigation. The Authority has therefore made byelaws which control things like the speed of vessels, the registration of vessels, their dimensions and the way they are navigated on the river.</p> <p>The full byelaws are available at: http://www.broads-authority.gov.uk/boating/navigating-the-broads/byelaws-and-speed-limits</p>
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	<p>Any boat used, moored or navigated on the river must be registered by the Broads Authority, have a current toll, have appropriate insurance and hold a Boat Safety Scheme Certificate. Information on insurance and Boat Safety Scheme requirements are available at: http://www.broads-authority.gov.uk/boating/owning-a-boat/tolls/insurance-and-adjacent-waters</p> <p>There are also a range of other powers available to the Authority under the two Acts to carry out its functions in relation to the navigation area. These include:</p> <ul style="list-style-type: none"> • powers to provide new facilities and construct, alter or renew such works e.g. moorings; • power to carry out dredging operations; • power to temporarily close waterways; • power to serve notice on the owners of landing places, embankments, private moorings or structures to require them to be made secure or repaired if they are a danger or hindrance to navigation; • power to remove sunken, stranded, abandoned or unsafe vessels from the navigation area or require the vessel's owner to do so. <p>Additionally the Authority is obliged to appoint a Navigation Officer. The Navigation Officer may give special directions to the masters of vessels regulating things like how they are navigated, moored, take in or discharge cargo or take in and land passengers. The Navigation Officer may also give general directions which apply to a specific geographic area or class of vessel. For example a general direction has been given prohibiting hire craft from navigating upstream of Bishop's Bridge.</p> <p>In order to facilitate the efficient management of the navigation the Broads Authority provides a Ranger Service to give advice to boaters, patrol the navigation area and the Broads Authority's Executive Area and carry out enforcement activity.</p> <p>Link to Navigation Advice Note prepared by the Broads Authority for the River Wensum Strategy: Broads Authority Navigation Advice Note July 2017</p>
<p>Works in the Navigation Area</p>	<p>In order to be able to carry out any works in the navigation area it is necessary for landowners or developers to apply for a navigation works licence from the Broads Authority. Licences are required for the construction, alteration, renewal or extension of any works, or undertaking any dredging within or adjacent to the navigation area. Full guidance on undertaking works in the navigation area and the application form for a works licence is available at: http://www.broads-authority.gov.uk/planning/Planning-permission/works-licences</p> <p>Additionally planning permission will usually be required for any development in the navigation area as the Broads Authority is the planning authority for the river. Guidance on whether planning permission is required for proposed works, the Broads Authority's</p>

	<p>planning policies and access to the planning portal are available at this link: http://www.broads-authority.gov.uk/planning</p>
<p>Licensing of hire and passenger boats</p>	<p>The Broads Authority obtained powers to license hire craft and passenger vessels under provisions made in the Broads Authority Act 2009.</p> <p>In order to operate hire boats or small passenger vessels carrying no more than 12 passengers on the Broads owners and operators must obtain a hire boat operators licence, hire boat licence or small passenger boat licence from the Broads Authority.</p> <p>The Passenger Boat licensing conditions have been developed in consultation with the Passenger Boat Association and are primarily based on the Inland Waters Small Passenger Boat Code and the Code for the Design Construction and Operation of Hire Boats Part 1 “The Hire Boat Code” published by the Maritime and Coastguard Agency (MCA) through joint development with the British Marine Federation (BMF) and the Association of Inland Navigation Authorities (AINA). The Inland Waters Small Passenger Boat code and the Hire Boat Code are available at: https://www.gov.uk/government/publications/inland-waters-small-passenger-boat-code and https://www.gov.uk/government/publications/the-hire-boat-code Hire Boat Licencing and Small Passenger Boat Licencing guidance and application forms for licences are available from the Broads Authority at: http://www.broads-authority.gov.uk/boating/owning-a-boat/Hired-powerboat-licensing</p>

The Environment Agency

- 1.6 The Environment Agency is an executive non-departmental public body, sponsored by the Department for Environment, Food and Rural Affairs (Defra). It has a number of responsibilities relating to the river including: regulating major industry and waste; treatment of contaminated land; water quality and resources; fisheries; and conservation and ecology. Further information on the roles and responsibilities of the Environment Agency can be found on the [Environment Agency website](#). Key details on the main areas of responsibility are set out in Table 3 below.

Table 3

Regulatory Role	<p>Duty to administer and manage the consenting regimes for Flood Defence Consents, Water resources, impoundment licences, water abstraction, Water Framework Directive assessments, Water quality, fisheries and rod licences).</p> <p>To discharge our role on these issues efficiently we need to be informed/ consulted on related plans and strategies being developed to ensure any consenting issues are identified early.</p>
Monitoring	<p>Whilst not a duty on the EA, it monitors water quality and ecology in the River Wensum and so has data available should it be required for specific purposes.</p> <p>Whilst management of the sewer network is not an Environment Agency responsibility it also works closely with Anglian Water with regards to misconnections, overflows and water quality issues from sewers as, ultimately, much of the surface water drainage network drains to the river.</p> <p>Please note the catchment management work being undertaken as part of the River Wensum Restoration Strategy and the Wensum Demonstration Test Catchment and potential links to Broadland Catchment Partnership.</p>
Planning	<p>The EA is a statutory consultee to the planning system, and a named authority under the Duty to Cooperate.</p>
Water Framework Directive	<p>The EA's role is to ensure that mitigation measures are identified to reach the required 'good' status which includes: fish passage, removal of obsolete structures, floodplain connectivity, sediment management, remove or soften hard banks, improve in-channel morphological diversity and working with landowners. NB. There are two water bodies that are relevant to the RWS (the river upstream and downstream of New Mills). Both are classed as heavily modified for flood defence reasons.</p>
Fisheries	<p>The EA has a duty to improve fisheries. This may include improving access to the river, but also will include sensitive management of the river and riparian trees.</p>
Flood Risk	<p>The EA is responsible for managing the risk of flooding from main rivers, reservoirs, estuaries and the sea and supports flood and environmental incidents. It also undertakes flood risk modelling on main rivers, including the River Wensum.</p>

Norfolk County Council

- 1.7 Norfolk County Council has a wide range of responsibilities for the delivery of public services across the seven Norfolk district council areas. These include education and learning, children and families, roads and transport, and economy and business, for example.
- 1.8 Some of the county council's responsibilities relate specifically to the River Wensum, summarised in Table 4 below.

Table 4

Lead Local Flood Authority	The county council is the Lead Local Flood Authority (LLFA) for Norfolk and so it is responsible for managing local flood risk from surface water, ground water and ordinary watercourses and for advising on the Sustainable Drainage Systems (SuDS) proposed as part of new development. The LLFA also has powers to regulate third party activities on small watercourses outside of Internal Drainage Board ("IDB") Internal Drainage Districts.
Gypsy and Roma	The Norfolk and Suffolk Gypsy & Roma Traveller Service, hosted by Norfolk County Council, can advise and assist other authorities in matters relating to the travelling community, including unauthorised encampments on the river or its banks.
Bridge structures	The Bridges team at Norfolk County Council has a duty to maintain bridge structures (apart from the surface of adopted highway bridges which remain the responsibility of the city council).
Green infrastructure	The county council works with the Greater Norwich Growth Board to co-ordinate provision of green infrastructure in Greater Norwich including implementing the green infrastructure priorities in the adopted Joint Core Strategy (2014) which includes the River Wensum Corridor. The County Council also manages the Norfolk Trails network; parts of the Marriott's Way, Wherryman's Way and Boudicca Way fall within the river corridor.

- 1.9 Further information on the roles and responsibilities can be found on the [Norfolk County Council website](#).