



Residential Moorings Guide

February 2020

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1. Introduction

In the current Local Plan for the Broads, the Authority is required to identify a need (of 63 residential moorings¹) and subsequently allocate sites for residential moorings to count towards that need. The Local Plan also contains a detailed policy that all proposals for residential moorings are required to address (Policy DM37 – see [Appendix A](#)).

This guide is designed to help implement the policies of the Local Plan relating to residential moorings. It is designed for decision makers as well as applicants and site owners. It contains useful information to help make schemes for residential moorings as successful as possible.

2. Consultation

This version is the draft for consultation. Please tell us your thoughts and suggest any changes you think would make the Guide better and set out your reasons. This consultation runs from 12 March 2020 to 4pm 24 April 2020. We will then read each of the comments received and respond. We may make changes if we agree with you. If we do not make changes we will set out why. The final Guide will be adopted at a future meeting of the Broads Authority. Please email us your comments: planningpolicy@broads-authority.gov.uk.

This consultation document and consultation process have been developed to adhere to the Broads Authority's Statement of Community Involvement².

Information provided by you in response to this consultation, including personal data, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 (DPA), and the Environmental Information Regulations 2004). Please see [Appendix B](#) for the Privacy Notice.

Are you satisfied that this consultation has followed the Consultation Principles? If not, or you have any other observations about how we can improve the process, please contact us at planningpolicy@broads-authority.gov.uk.

3. Residential Moorings - definitions

The supporting text of policy DM37 defines a residential mooring as 'a mooring where someone lives aboard a vessel (capable of navigation), where the vessel is used as the main residence, and where the vessel is moored in one location for more than 28 days in a year. The vessel may occasionally/periodically go cruising and return to base'.

¹ [Norfolk Caravans and Houseboats Accommodation Needs Assessment \(ANA\) including for Gypsies, Travellers and Travelling Show people](#)

² Current [Statement of Community Involvement](#)

32 It goes on to say that ‘for the purposes of this policy, it should be noted that there is an
33 expectation that the moorings will be occupied by a vessel of standard construction and
34 appearance and which is conventionally understood to be a boat. For the avoidance of
35 doubt, the policy does not apply to houseboats. Houseboats are considered to be structures
36 without means of independent propulsion and will be dealt with on a case by case basis due
37 to their potential impact on character of the area’.

38 4. Acceptable location for residential moorings

39 Policy DM37 sets out where residential moorings may be acceptable (criterion a) and would
40 apply to applications for schemes in areas not allocated in the Local Plan. This section breaks
41 that down and provides some more information.

42 i) ‘Is in a mooring basin, marina or boatyard...’

43 The reason for this requirement is to remove any potential impact on navigation
44 because of residential moorings as well as ensure access to boating facilities such as
45 pump outs and maintenance.

46 ii) ‘...that is within or adjacent to a defined development boundary...’

47 The development boundary could be one of the four in the Local Plan for the Broads³
48 or could be set out in the adopted Local Plan of one of our 5 district councils (see
49 below for Norwich City). Development boundaries are areas within which housing
50 (and in this case, residential moorings) are generally supported in principle (but
51 subject to other policies in the Local Plan) because they have good access to key
52 services and are well related to the existing built up area of a settlement.

53 iii) ‘...or 800m/10 minutes walking distance to three or more key services...’

54 Key services are set out in the supporting text for the policy and copied below. They
55 reflect the Housing and Economic Land Availability Assessment methodology:

- 56 • A primary school
- 57 • A secondary school
- 58 • A local healthcare service (doctors' surgery)
- 59 • Retail and service provision for day to day needs (district/local shopping centre,
60 village shop)
- 61 • Local employment opportunities which are defined as follows, which reflect areas
62 with potentially a number of and variety of job opportunities:
 - 63 ○ Existing employment areas allocated/identified in our districts’ Local Plans; or

³ These are in Wroxham/Hoveton, Thorpe St Andrew, Oulton Broad and Horning. See policy DM35 of the Local Plan and see the maps here: [DMS35: Residential development within defined development boundaries Maps](#)

64 ○ City, Town or District Centre as identified in the Local Plan for the Broads or
65 our District’s Local Plan. We note that this means such centres count towards
66 two of the three key services test; or

67 ○ These sites that are allocated in the Local Plan for the Broads: BRU2, BRU4,
68 CAN1, HOR6, POT1, STA1, TSA3.

69 ● A peak-time public transport service to and from a higher order settlement (peak
70 time for the purposes of this criterion will be 7-9am and 4-6pm)

71 Applications will need to submit supporting information about the location of these key
72 services.

73 ● ‘...and the walking route is able to be used and likely to be used safely, all year
74 round...’

75 The walking route that is 800m or 10 minutes’ walk to the key services needs to be
76 available and attractive for use all year round. In practice this will more likely mean
77 surfaced footways rather than rural public rights of ways. This will be judged on a
78 case by case basis in liaison with the Highways Authority. Applications will need to
79 submit supporting information about the quality and experience of the routes used
80 to travel between residential mooring and services.

81 ● ‘...or is in Norwich City Council’s Administrative Area’

82 Norwich City Council requested this addition as there are no mooring basins, marinas
83 or boatyards in Norwich; this change now, in theory, allows for residential moorings
84 in the City.

85 It is important to note that applications in Norwich will need to be determined by Norwich
86 City Council and the Broads Authority. Norwich City Council are the Local Planning Authority
87 for the land. The Broads Authority is the Local Planning Authority for the river. Policies of
88 both adopted Local Plans will be relevant to schemes in Norwich.

89 **5. Flood Risk and climate change**

90 The Authority will require site specific flood risk assessments including a flood response
91 plan. See policy DM5 of the Local Plan for the Broads as well as the Flood Risk SPD⁴.

92 Whilst the Authority appreciates that at times of flood the boat which is lived in will be
93 already on water and is able to float, the issue is more to do with the risk arising because of
94 flooding in this instance. The supporting text of DM37 identifies some issues that need to be
95 addressed.

⁴ See guidance for best practice [Broads Flood Risk Supplementary Planning Document](#).

- 96 a) The technique/method of mooring the vessel. The Flood Risk Assessment (FRA)
97 should show how the boat will be moored to prevent it being too tight or too loose.
98 If the vessel is moored too tightly it could list, and by being too loose it could float
99 onto the landside of the quay heading or be cast adrift at times of flooding. Both
100 scenarios have safety concerns for occupiers, possessions and other objects or
101 vessels that could be hit by a loose boat, and should be addressed within the FRA.
- 102 b) A Flood Response Plan needs to be produced. While it is acknowledged that
103 residential boats will float, the access to the boat could be disrupted at times of
104 flood, causing the occupier to be stranded on board the boat. The Flood Response
105 Plan needs to advise what the occupier should do at times of flood to ensure their
106 safety - whether they should evacuate the boat in advance of flooding or take refuge
107 in the boat and therefore have supplies to help them sit out the flood.
- 108 c) Finally, the FRA should include consideration of how the boat moored at the
109 residential mooring will be monitored at times of flood to make sure it does not
110 cause damage to other vessels, and to prevent damage to the belongings on board
111 and the boat itself.

112 Turning to climate change, you will be required to fill out a [climate change checklist](#). This
113 identifies various effects that could arise in a changing climate. Flood risk may be one of
114 them, but there are others. Filling out the checklist may make you consider how you run and
115 develop your site. For example, how will you address risks associated with a changing
116 climate? How will you manage high winds as a result of storms for example?

117 6. Management plan

118 You will be required to produce a plan that sets out how the residential moorings will be
119 managed.

120 The management plan will help ensure the site as a whole is appropriately managed. The
121 management plan will be a condition on the permission given to an application for
122 residential moorings. A breach of this management plan would then be a breach of
123 condition and could be enforced. You may already address these issues in some way.

124 It is expected that a Management Plan will cover the following. This list is not exhaustive
125 and there may be other aspects that need to be covered.

- 126 a) Site rules and/or terms and conditions.
- 127 b) Noise – expectations relating to noise. This could cover aspects such as generators,
128 when engines will run and generally any noise that could be considered a nuisance.
129 Please note that there is a bye-law that could be of relevance. The amenity policy of
130 the Local Plan for the Broads will be of relevance.

- 131 c) Waste management – sewerage and rubbish and recycling. Methods for storage and
132 removal need to be clearly identified.
- 133 d) Management of increased vehicular movements.
- 134 e) Storage provision for residential boaters – bicycles and residential paraphernalia.
135 Details of any storage provision needs to be included. Need to consider the impact
136 on the character of the area.
- 137 f) Details of water safety provisions – see policy in Local Plan and any related guidance
138 produced.
- 139 g) Contact details of who to contact if the management requirements of the site are
140 not adhered to.
- 141 h) Detail how the mooring will be managed. For example, who will be the point of
142 contact and will they be on site 24/7 or 9-5 weekdays for example.
- 143 i) State requirements on how vessels will meet the requirements of the bye-laws and
144 legislation for example the need for boat safety certificates and appropriate
145 insurance.

146 7. Register

147 A register of those boats being lived on will be required. The register of who lives on which
148 boat will be maintained at all times and is made available for inspections.

149 8. Council Tax

150 The Broads Authority is the Local Planning Authority and does not collect Council Tax.
151 Residential moorings may be liable for Council Tax. The BWML has produced this
152 information on residential moorings and Council Tax: <https://bwml.co.uk/council-tax-for-residential-moorings/>.
153

154 **You should contact your District Council to confirm the approach to Council Tax.**

155 9. Facilities

156 This section provides some further information about facilities and services you may wish to
157 make available at residential moorings.

158 The policy refers to the provision of facilities:

- 159 b) Provides an adequate and appropriate range of ancillary facilities on site to meet the
160 needs of the occupier of the residential moorings (for example potable water,
161 wastewater pump out (see j below), and electricity) or provides adequate access to
162 these ancillary facilities in the vicinity of the residential mooring;

- 163 g) Has adequate car parking and makes provision for safe access for service and
164 emergency vehicles and pedestrians;
- 165 i) Makes adequate provision for waste, sewage disposal and the prevention of
166 pollution; and
- 167 j) Provides for the installation of pump out facilities (where on mains sewer) unless
168 there are adequate facilities in the vicinity.

169 Proposals need to set out how provisions will be made for facilities associated with
170 residential uses (such as rubbish, amenity space, external storage and clothes drying for
171 example).

172 **Please note that the following are examples from elsewhere in England to give you an**
173 **idea of how these issues are addressed. The approach of others who provide and manage**
174 **residential moorings may not necessarily be relevant to the Broads or may not be relevant**
175 **to your site or may not be how you want to run your site. We strongly suggest you contact**
176 **us to talk through your proposed approach in advance of putting it in place.**

177 9.1. Electricity

178 By providing electricity, there will be no need for boat engines or generators to be run
179 (which have associated noise and fumes). Some electric units come with lights on the top
180 which can cause light pollution so providing these at sites in more rural areas or on edge of
181 settlements will need careful consideration.

182 **Q: How will you provide the residential moorings with electricity?**



183 **Electricity meter cards dispenser and electricity (and water) unit at Cowroast Marina.**

184 **9.2. Water**

185 **Q: How will you provide the residential moorings with potable water?**

186 Case Study – Cowroast Marina

187 Residential moorings are provided with one water tap per two boats. They use trace heating
188 on water taps to prevent freezing in winter.

189 **9.3. Sewerage**

190 Toilets on boats may require pumping out or somewhere to empty cassettes. Your marina
191 or boatyard may have a system or process to deal with this already.

192 **Q: How will you deal with sewerage arising from the boats on residential moorings?**

193 Case Study – BWML moorings

194 BWML sites tend to include one pump out per month in their residential mooring contract.

195 **9.4. Rubbish collection**

196 You will need to address how waste arising from those living on the boats is dealt with. Your
197 marina or boatyard may have a system or process to deal with rubbish already. We
198 recommend that you contact your District/Borough/City Council to discuss waste
199 management.

200 **Q: How will you deal with rubbish (including recyclable materials) arising from the boats
201 on residential moorings?**

202 **9.5. Car parking**

203 You need to ensure ample car and cycle parking for those who are using residential
204 moorings. Again, you may have car parking or cycle parking on site already. We defer to the
205 parking standards of the relevant district. The standards at the time of adoption of the Local
206 Plan (May 2019) are at Appendix J, page 239, of the Local Plan for the Broads.

207 **Q: How will you address car and cycle parking for those who are using residential
208 moorings?**

209 **9.6. Amenity space and landscaping**

210 The Amenity policy of the Local Plan (DM21) requires schemes to provide a ‘satisfactory and
211 usable external amenity space to residential properties in keeping with the character of the
212 surrounding development’. It may also be appropriate to provide landscape enhancements
213 of the land associated with the Residential Mooring to improve the amenity of the area in
214 connection with the development.

215 **Q. How will you address amenity space and landscaping?**

216 **9.7. Storage**

217 Scheme promoters/operators are required to address storage of residential paraphernalia.
218 Unless a system for storing kit and possessions is put in place, the residential moorings

219 could become cluttered with residential paraphernalia which will alter the character of the
220 area.

221 **Q: How will you provide storage for those who are using residential moorings?**



222 **Storage lockers at Priory Marina**

223 9.8. Other facilities/extras

224 Depending on your specific circumstances, you may wish to provide other facilities for those
225 who are living on the residential moorings at your site. This may depend on the location of
226 your site as well as what buildings you already have on site. Examples include drying of
227 clothes, post boxes and communal facilities. You will need to consider the impact on the
228 character of the area. You may wish to ensure you have a fire or emergency evacuation
229 procedure too.

230 Case Study - Cowroast Marina

231 There is a communal lounge with kitchenette. The lounge tends to be used once a month for
232 functions.

233 Case Study – Priory Marina

234 Facilities on site for those living on boats include toilets, showers, library, post boxes
235 (reception collects the parcels), large storage boxes, launderette, parking, cycle parking,
236 electricity and water.

237 Part of contract includes 6 weeks out of water on hard standing for anti-fouling. The marina
238 organises a crane company to come and remove boats and put them back in. The marina
239 coordinate crane and dates – probably five boats at a time. Boats are lived on outside of the
240 water.



241 **Post boxes**

242 10. Key messages

- 243 a) You need to consider flood risk through a flood risk assessment and flood response
244 plan.
- 245 b) You need to consider the impacts of Climate Change.
- 246 c) A management plan is required that details how you will manage the residential
247 moorings. A template is included at [Appendix C](#).
- 248 d) You need to keep a register of those who are living on the residential moorings.
- 249 e) You should contact your District Council to confirm the approach to Council Tax.
- 250 f) You need to provide adequate facilities for those living at the residential moorings.
251 You may already have many of these in place.
- 252 g) There are many permitted residential moorings around the country who have
253 systems in place. They may not necessarily be relevant to the Broads or may not be
254 relevant to your site or may not be how you want to run your site. But they give you
255 an idea of how to do things. We strongly suggest you contact us to talk through your
256 proposed approach in advance of putting it in place.
- 257 h) A template to address many of the requirements in the policy and guide is included
258 at [Appendix D](#).

259 11. Helpful links and where to go to get advice

260 The Residential Boat Owners' Association (RBOA), the British Waterways Marinas Limited
261 (BWML) and Canal and Rivers Trust (CRT) have many useful webpages that cover a variety of
262 topic areas or issues that may be relevant to you.

263 **Please note that just because the BWML, CRT or RBOA suggest a certain approach, it may
264 not necessarily be acceptable in the Broads or indeed it may not be how you wish to run
265 your site. The point of sharing these websites with you is to give you information on how
266 things are done elsewhere. We strongly recommend that you contact us to talk about any
267 specific approach you wish to take to make sure it is acceptable here in the Broads.**

268 This webpage **covers many aspects** of living on a boat: [https://bwml.co.uk/guides/a-guide-
269 to-residential-living/](https://bwml.co.uk/guides/a-guide-to-residential-living/)

270 This webpage talks about **Council Tax**. [https://bwml.co.uk/council-tax-for-residential-
271 moorings/](https://bwml.co.uk/council-tax-for-residential-moorings/)

272 **You should contact your District Council to confirm the approach to Council Tax.**

273 This webpage shows **where the BWML residential moorings are**. It also states what you get
274 when you stay at one of their Marinas. <https://bwml.co.uk/residential-moorings/>

275 Life Afloat; Ever wondered what life is like living on a boat? This webpage has **videos about**
276 **life afloat**: <https://bwml.co.uk/life-afloat/?src=residential>

277 This webpage shows how BWML approach **charging for electricity**:
278 <https://bwml.co.uk/electricity/>

279 This website contains **BWML's Terms and Conditions and policies**:
280 <https://bwml.co.uk/customer-info/>. And this website contains the **Terms and Conditions for**
281 **the Canals and Rivers Trust**:
282 <https://www.watersidemoorings.com/Home/TermsAndConditions>

283 This website talks about **insurance**. It talks about a specific deal that BWML have with one
284 particular policy provided. You may or may not be entitled to that deal, but the webpage
285 may contain advice useful for those who live on boats: [https://bwml.co.uk/marine-](https://bwml.co.uk/marine-insurance-for-bwml-berth-holders/)
286 [insurance-for-bwml-berth-holders/](https://bwml.co.uk/marine-insurance-for-bwml-berth-holders/).

287 **The Residential Boat Owners' Associations (RBOA)**. Their website says: 'Established in 1963
288 the Residential Boat Owners' Association is the only national organisation which exclusively
289 represents and promotes the interests of people living on boats in the British Isles. We
290 represent all those who have chosen to make a boat their home'. <https://www.rboa.org.uk/>

291 **RBOA Code of Good Practice**. The Association would encourage all boaters who live afloat
292 to follow this Voluntary Code of Good Practice: [https://www.rboa.org.uk/code-of-good-](https://www.rboa.org.uk/code-of-good-practice/)
293 [practice/](https://www.rboa.org.uk/code-of-good-practice/)

294 **Appendix A – Adopted Policy DM37 – New Residential**
295 **Moorings**

296 **Policy DM37: New residential moorings**

297 The Authority will endeavour to enable delivery to meet its assessed need of 63 residential
298 moorings.

299 Applications for permanent residential moorings will be permitted provided that the
300 mooring:

- 301 a) Is in a mooring basin, marina or boatyard that is within or adjacent to a defined
302 development boundary or 800m/10 minutes walking distance to three or more key
303 services (see reasoned justification) and the walking route is able to be used and
304 likely to be used safely, all year round or is in Norwich City Council’s Administrative
305 Area.
- 306 b) Provides an adequate and appropriate range of ancillary facilities on site to meet the
307 needs of the occupier of the residential moorings (for example potable water,
308 wastewater pump out (see j below), and electricity) or provides adequate access to
309 these ancillary facilities in the vicinity of the residential mooring;
- 310 c) Would not result in the loss of moorings available to visitors/short stay use;
- 311 d) Would not impede the use of the waterway;
- 312 e) Would not have an adverse impact upon:
- 313 i) the character and appearance of the site or the surrounding area arising from the
314 moorings and the use of adjacent land incidental to the mooring;
- 315 ii) protected species, priority habitats and designated wildlife sites;
- 316 iii) the amenities of neighbouring occupiers; or
- 317 iv) bank erosion.
- 318 f) Provides safe access between vessels and the land without interfering with or
319 endangering those using walkways;
- 320 g) Has adequate car parking and makes provision for safe access for service and
321 emergency vehicles and pedestrians;
- 322 h) Would not prejudice the current or future use of adjoining land or buildings;
- 323 i) Makes adequate provision for waste, sewage disposal and the prevention of
324 pollution; and

325 j) Provides for the installation of pump out facilities (where on mains sewer) unless
326 there are adequate facilities in the vicinity.

327 If more than one residential mooring is proposed, the proposal must be commensurate with
328 the scale of development proposed for that settlement (as a whole).

329 Converting an entire basin, marina or boatyard to residential moorings would be judged on
330 a case by case basis to assess and take account of the impact on infrastructure in the area
331 (such as highways) and the impact on neighbouring uses.

332 Whilst the policy contains a general presumption in support of residential moorings in
333 Norwich, the cumulative impact resulting from any proposal will be considered, along with
334 the impact on the infrastructure and amenity of the area.

335 The economy policies of the Local Plan will also be of relevance and in Norwich, so too will
336 the City Council's policies for proposals in Norwich.

337 Conditions will be used to restrict the number, scale and size of boats using the residential
338 moorings. A management plan for the site and a register of those who live on boats will be
339 required and will be covered by a planning condition imposed on any planning permission
340 granted.

341 Proposals need to set out how provisions will be made for facilities associated with
342 residential uses (such as rubbish, amenity space, external storage and clothes drying for
343 example).

344 All such development will meet the requirements of the Water Framework Directive.

345 (Note: Refer to www.gov.uk/guidance/pollution-prevention-for-businesses for information
346 on pollution prevention measures)

347 Reasoned Justification

348 The Authority acknowledges that the high environmental quality of the Broads and wide
349 range of opportunities it offers for boating make the area a popular location. As a
350 consequence, there is a significant associated demand for residential moorings. The
351 provision of residential moorings must, however, be carefully managed to make sure the
352 special qualities of the Broads and their enjoyment are protected.

353 Tourism makes a valuable contribution to the local economy, and a statutory purpose of the
354 Broads is to provide opportunities for the understanding and enjoyment of the special
355 qualities of the area by the public. To make sure there are sufficient facilities to allow
356 visitors to enjoy the Broads, the Authority will resist proposals for permanent residential
357 moorings where they would result in the loss of visitor/short term moorings or boatyard
358 services.

359 To ensure that people living on boats have access to adequate facilities and services such as
360 education, recreation, and domestic waste collection, and to minimise impact of new
361 development on landscape character, the Authority will require new residential moorings to
362 be directed to mooring basins, marinas or boatyards within walking distance of at least
363 three of the key services listed below or in or adjacent to defined development boundaries
364 (which could be within the Broads Authority Executive Area or in the planning area of our
365 constituent districts). Residential moorings may also be appropriate on parts of the river in
366 Norwich, subject to other policy considerations in particular the impact on neighbouring
367 uses and impact on navigation of the river. Proposals for residential moorings will be
368 expected to be commensurate in scale with the size of the settlement and the level of
369 residential development proposed for the settlement by the relevant Local Planning
370 Authority. Furthermore, converting an entire marina, basin or boatyard, or in Norwich the
371 entirety of the river banks, may not be appropriate because of the potential impact on
372 neighbouring uses and infrastructure in the area, as well as the consequences of the loss of
373 the facility for non-residential boaters; the Authority will consider such proposals on a case
374 by case basis.

375 The key services referred to in the policy could be three or more of the following. These key
376 services reflect the Housing and Economic Land Availability Assessment methodology:

- 377 • A primary school
- 378 • A secondary school
- 379 • A local healthcare service (doctors' surgery)
- 380 • Retail and service provision for day to day needs (district/local shopping centre,
381 village shop)
- 382 • Local employment opportunities which are defined as follows, which reflect areas
383 with potentially a number of and variety of job opportunities:
 - 384 ○ Existing employment areas allocated/identified in our districts' Local Plans; or
 - 385 ○ City, Town or District Centre as identified in the Local Plan for the Broads or
386 our District's Local Plan. We note that this means such centres count towards
387 two of the three key services test; or
 - 388 ○ These sites that are allocated in the Local Plan for the Broads: BRU2, BRU4,
389 CAN1, HOR6, POT1, STA1, TSA3.
- 390 • A peak-time public transport service to and from a higher order settlement (peak
391 time for the purposes of this criterion will be 7-9am and 4-6pm)

392 Residential moorings that have the potential to affect a protected site or species will only be
393 permitted where a project level Appropriate Assessment (under the Habitats Directive) can
394 successfully demonstrate that there are no adverse effects on qualifying features on the site
395 or a detrimental impact on the species.

396 Where permission is granted for a new permanent residential mooring, planning conditions
397 and/or obligations will be used to secure agreements for the management of the mooring
398 and surrounding land. This will be done to protect visual and residential amenity and make
399 sure the use of residential moorings does not compromise public safety. The use of
400 surrounding land for incidental purposes such as storage and seating can have a negative
401 impact if incorrectly managed. Proposals will need to set out how they will address areas for
402 the drying of clothes and amenity space, as well as any other related facilities for those
403 living on the boats. The Authority does not expect marinas and boatyards to subdivide or
404 demarcate areas of land to be associated with residential moorings.

405 Policy DM50 provides guidance on the forms of development permissible on the adjacent
406 waterside environment associated with a mooring.

407 For the purposes of this policy, a 'residential mooring' is a mooring where someone lives
408 aboard a vessel (capable of navigation), where the vessel is used as the main residence, and
409 where the vessel is moored in one location for more than 28 days in a year. The vessel may
410 occasionally/periodically go cruising and return to base.

411 For the purposes of this policy, it should be noted that there is an expectation that the
412 moorings will be occupied by a vessel of standard construction and appearance and which is
413 conventionally understood to be a boat. For the avoidance of doubt, the policy does not
414 apply to houseboats. Houseboats are considered to be structures without means of
415 independent propulsion and will be dealt with on a case by case basis due to their potential
416 impact on character of the area.

417 The policy requires a management plan for the site as well as a register of those boats being
418 lived on. These will be required through conditions on planning application(s). The
419 management plan will help ensure the site as a whole is appropriately managed. This would
420 normally cover things like noise, waste, delivery times etc. and would have contact details of
421 who to contact if the management requirements of the site are not adhered to. A breach of
422 this management plan would then be a breach of condition and could be enforced. The
423 register of who lives on which boat will be maintained at all times.

424 Proposals for residential moorings must ensure they have adequately considered the
425 following:

- 426 a) The technique/method of mooring the vessel. The Flood Risk Assessment (FRA)
427 should show how the boat will be moored to prevent it being too tight or too loose.
428 If the vessel is moored too tightly it could list, and by being too loose it could float

429 onto the landside of the quay heading or be cast adrift at times of flooding. Both
430 scenarios have safety concerns for occupiers, possessions and other objects or
431 vessels that could be hit by a loose boat, and should be addressed within the FRA.

432 b) A Flood Response Plan needs to be produced. While it is acknowledged that
433 residential boats will float, the access to the boat could be disrupted at times of
434 flood, causing the occupier to be stranded on board the boat. The Flood Response
435 Plan needs to advise what the occupier should do at times of flood to ensure their
436 safety - whether they should evacuate the boat in advance of flooding or take refuge
437 in the boat and therefore have supplies to help them sit out the flood.

438 c) Finally, the FRA should include consideration of how the boat moored at the
439 residential mooring will be monitored at times of flood to make sure it does not
440 cause damage to other vessels, and to prevent damage to the belongings on board
441 and the boat itself.

442 The Authority intends to produce a guide for residential moorings as well as a template to
443 assist with the production of management plans. The Authority is aware of guidance being
444 produced by other organisations on residential moorings and we will ensure we are involved
445 with those guides and reflect them in our own guide.

446 Development proposals for residential moorings should provide a biodiversity net gain as a
447 result of the development as there are likely to be significant opportunities for waterside
448 biodiversity enhancement.

449 Meeting the need for residential moorings

450 The Accommodation Needs Assessment completed in 2017 identifies a need for 63
451 residential moorings. This figure needs to be interpreted with some caution, as it is based on
452 limited interviews with boat dwellers and on anecdotal estimates rather than a
453 comprehensive count or survey of the people who live on boats.

454 The study also indicates that those living on boats do so from choice, rather than from an
455 ethnic background, and that most are single people or childless couples.

456 The Local Plan seeks to address the need for residential moorings in several ways:

- 457 • Ten residential moorings have been permitted on appeal at Waveney River Centre
458 and six sites have been allocated for residential moorings amounting to around 41
459 residential moorings. See Appendix K for the residential moorings trajectory which
460 shows the total identified supply as 10 residential moorings.
- 461 • Some areas of the Broads have been identified in this Local Plan as suitable in
462 principal for residential moorings and these are policies STA1 and HOR6. Although
463 they are potentially suitable in principle, deliverability is not confirmed, therefore
464 they are not allocated in the Plan and do not appear in the identified supply figures.

465 • The Authority also intends to meet with marinas and boatyards that meet the
466 locational criteria of the policy to discuss the potential for residential moorings.

467 The [Residential Moorings Topic Paper](#) (revised 2017)⁵ and its [addendum](#)⁶ has more
468 information on meeting the need for residential moorings.

⁵ https://www.broads-authority.gov.uk/_data/assets/pdf_file/0019/1020475/Assessment-of-resi-moorings-nominations-update-and-topic-paper-July-2017.pdf

⁶ https://www.broads-authority.gov.uk/_data/assets/pdf_file/0010/1356778/EPS20-Assessment-of-residential-moorings-nominations-received-during-the-Publication-Consultation-January-2018-Amended-July-2018.pdf

469 Appendix B – Privacy notice

470 Personal data

471 The following is to explain your rights and give you the information you are entitled to under
472 the Data Protection Act 2018. Our [Data Protection Policy](#) is available on the Broads
473 Authority website..

474 The Broads Authority will process your personal data in accordance with the law and in the
475 majority of circumstances this will mean that your personal data will be made publicly
476 available as part of the process. It will not however be sold or transferred to third parties
477 other than for the purposes of the consultation.

478 1. The identity of the data controller and contact details of our Data Protection Officer
479 The Broads Authority is the data controller. The Data Protection Officer can be contacted at:
480 dpo@broads-authority.gov.uk or (01603) 610734.

481 2. Why we are collecting your personal data

482 Your personal data is being collected as an essential part of the consultation process, so that
483 we can contact you regarding your response and for statistical purposes. We may also use it
484 to contact you about related matters. We will also contact you about later stages of the
485 Local Plan process.

486 3. Our legal basis for processing your personal data

487 The Data Protection Act 2018 states that, as a Local Planning Authority, the Broads
488 Authority may process personal data as necessary for the effective performance of a task
489 carried out in the public interest, i.e. a consultation.

490 4. With whom we will be sharing your personal data

491 Your personal data will not be shared with any organisation outside of MHCLG. Only your
492 name and organisation will be made public alongside your response to this consultation.

493 Your personal data will not be transferred outside the EU.

494 5. For how long we will keep your personal data, or criteria used to determine the retention 495 period.

496 Your personal data will be held for 16 years from the closure of the consultation in
497 accordance with our [Data and Information Retention Policy](#).

498 6. Your rights, e.g. access, rectification, erasure

499 The data we are collecting is your personal data, and you have considerable say over what
500 happens to it. You have the right:

501 a) to see what data we have about you

502 b) to ask us to stop using your data, but keep it on record

- 503 c) to ask to have all or some of your data deleted or corrected
- 504 d) to lodge a complaint with the independent Information Commissioner (ICO) if you
- 505 think we are not handling your data fairly or in accordance with the law. You can
- 506 contact the ICO at <https://ico.org.uk/>, or telephone 0303 123 1113.
- 507 7. Your personal data will not be used for any automated decision making.

508 **Appendix C – Residential Moorings management plan checklist**

509 It is expected that a Management Plan will cover the following. This list is not exhaustive

510 and there may be other aspects that need to be covered.

Checklist	✓
1. Site rules and/or terms and conditions.	
2. Noise – expectations relating to noise.	
3. Waste management – sewerage and rubbish and recycling.	
4. Management of increased vehicular movements.	
5. Storage provision for residential boaters.	
6. Details of water safety provisions.	
7. Contact details of who to contact if the management requirements of the site are not adhered to.	
8. State requirements on how vessels will meet the requirements of the bye-laws and legislation for example the need for boat safety certificates and appropriate insurance.	

Appendix D – Residential moorings questionnaire

This simple questionnaire template covers most of the policy and guide requirements. It should be filled in and accompany applications for residential moorings.

Question	Answer
1. Have you completed a flood risk assessment?	
2. Have you completed a flood response plan?	
3. Have you completed a management plan?	
4. How will you provide the residential moorings with electricity?	
5. How will you provide the residential moorings with potable water?	
6. How will you deal with sewerage arising from the boats on residential moorings?	
7. How will you deal with rubbish (including recyclable materials) arising from the boats on residential moorings?	
8. How will you address car and cycle parking for those who are using residential moorings?	
9. How will you address amenity space and landscaping?	
10. How will you provide storage for those who are using residential moorings?	