



APPENDICES TO SHORT TERM MOORING – FRAMEWORK TO CHANGE

Appendix 1

Short Term Mooring	Description	Maximum Period (Summer)	Maximum Period (Winter)	Minimum Maintenance Standard
STM1	<ul style="list-style-type: none"> Exceptionally popular, highly sought after moorings (i.e. moorings providing access to shops, public transport, pubs and / or local attractions) Charges may apply 	Maximum stay 2 or 7 days.	Maximum stay up to 14 days.	<ul style="list-style-type: none"> Clearly defined hard edge Appropriate channel depth Grass cut to either MR2a or MR1a standard as appropriate (see local towpath standard for specific areas) All vegetation / weeds actively managed Bollards or rings available Appropriate signage (where overstay charges are applicable, they are also shown on the totems)
STM2	<ul style="list-style-type: none"> Towpath mooring with a higher standard of towpath and bank maintenance 	14 days	14 days	<ul style="list-style-type: none"> Defined edge (can be either soft or hard surface) Appropriate channel depth Grass cut to minimum MR2b standard (see local towpath standard for specific areas) All vegetation / weeds actively managed May want to consider installing rings / bollards if very popular, because if we encourage more boats to moor there over time the mooring pins may erode the banking
STM3	<ul style="list-style-type: none"> Towpath mooring 	14 days	14 days	<ul style="list-style-type: none"> Grass cut to minimum MR3a standard (see local towpath standard for specific areas)
STM4	<ul style="list-style-type: none"> Service mooring Specific shop / attraction mooring 	up to 4 hours	up to 4 hours	<ul style="list-style-type: none"> Clearly defined hard edge Appropriate channel depth All vegetation / weeds actively managed Bollards available Appropriate signage (where overstay charges are applicable, they are also shown on the totems)

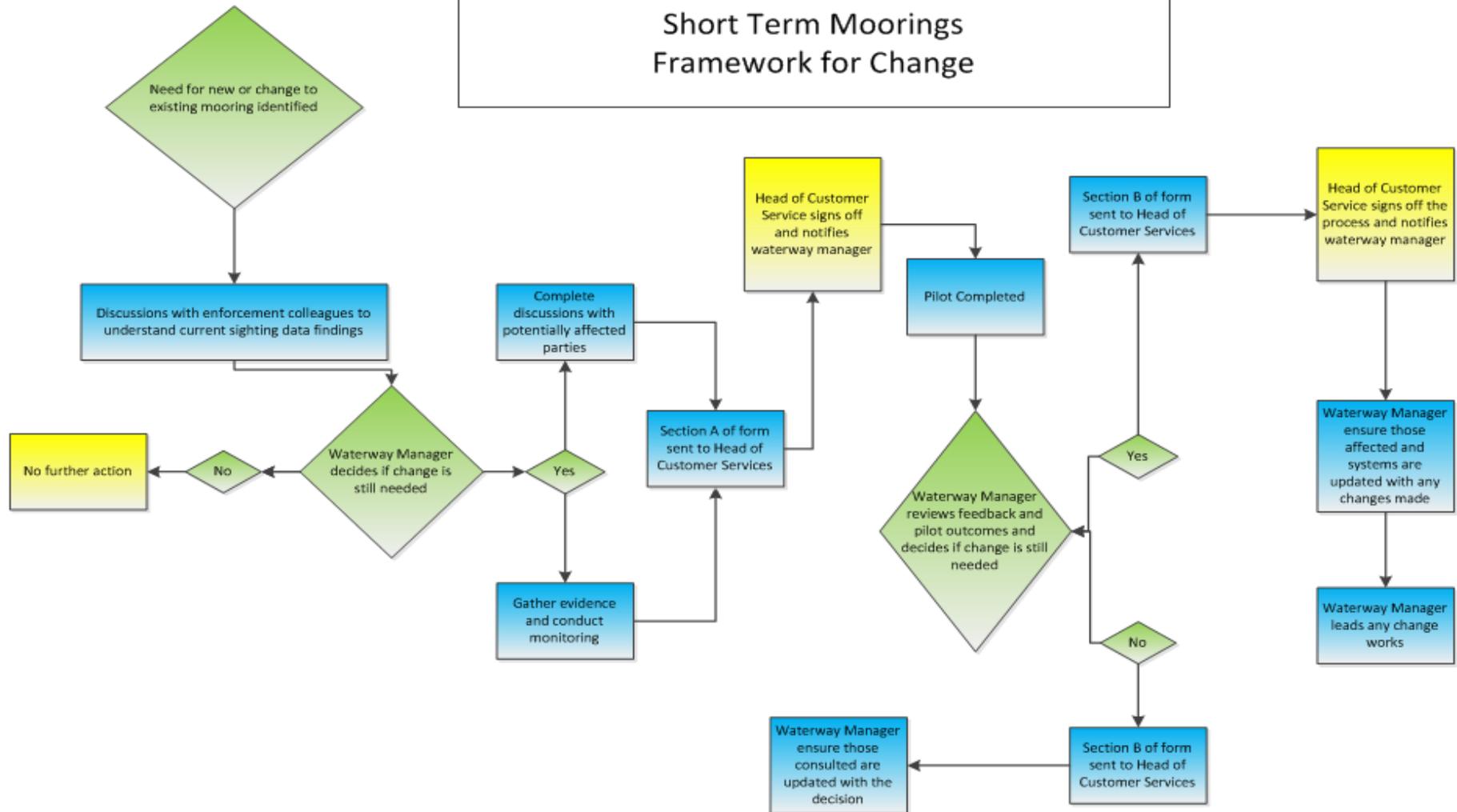


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Appendix 2



Short Term Moorings Framework for Change





Appendix 3 – see [separate PDF for full MOBIS instructions](#).

Appendix 4

Short Term Moorings - Framework for Change

Existing Moorings

Waterway Unit:	Canal or River:
Current Mooring Details:	Current max stay period:
	SAP Location: (attach map)
Proposed Changes: <i>(please describe what the changes would be, seasonal variations, why they are needed, costs, timescales and any other information which may prove useful)</i>	
<p><i>Please complete each section below, in as much detail as is possible, attaching background information as needed. This will help understanding of why you have made the decisions that you have.</i></p> <ul style="list-style-type: none">• Before conducting the Pilot complete Section A and send to the Head of Customer Services• After the pilot update section A as needed and complete section B, then send to the Head of Customer Services	



Section A		
Elements considered which informed all decisions for potential change	Detail	Additional information attached? (Yes / No)
<p>What consultation has taken place with local users who may be affected by any proposed changes? See framework for who this may include:</p> <ul style="list-style-type: none">• Who was consulted?• When? How?• What are their views?• How will you accommodate any conflicts in need?• If the majority of those consulted are against the proposals, what next?		
<p>What monitoring programme of craft currently using the mooring & surrounding area took place?</p> <ul style="list-style-type: none">• How long was this conducted for, and when (days, times, etc)?• What was the weather like during this monitoring period?• Has seasonal usage been taken into consideration?• Has holiday usage been taken into consideration?• Are there nearby marinas or hire boat operators that might affect the usage?• Was there active enforcement action in the area at the time?• What types of craft were using the mooring - cc, hire, private, trade, and shared craft?• What craft were using the waterway at the time - local, visiting area, passing through?		



<p>What other evidence have you gathered / reviewed to help you assess the need for change? Examples are:</p> <ul style="list-style-type: none"> • No. of enforcement actions taken place • Customer comments • No. of complaints received • Economic benefits review undertaken • Safety issues 		
<p>Is the maximum stay period being increased?</p> <ul style="list-style-type: none"> • If yes, why? How will it help customer need / demand? 		
<p>Is the maximum stay period being reduced?</p> <ul style="list-style-type: none"> • If yes, why? How will it help customer need / demand? 		
<p>If maximum stay period is being reduced, are there alternative moorings allowing craft to still access nearby services or local facilities?</p> <ul style="list-style-type: none"> • If yes, where will these be and is additional funding / resources needed to provide these? • If no, why not? 		
<p>If maximum stay period is being reduced, it is preferable that the mooring has one clear period. If you are planning to use a mixture of timings:</p> <ul style="list-style-type: none"> • Why? How will it help customer need / demand? • How will you ensure clarity for visitors to minimise confusion? 		
<p>If maximum stay period is being reduced, can craft double up at busy periods?</p> <ul style="list-style-type: none"> • If yes, how will you ensure clarity for visitors to minimise confusion? • If yes, do you have the channel width to allow this? Does offside vegetation need removing? Is there enough depth? Who will pay for these works? • If no, why not? 		



<p>If maximum stay period is being reduced, will there be a 'max. days per month' policy? If yes:</p> <ul style="list-style-type: none">• Why?• How will you communicate this clearly to minimise confusion?• How will this be monitored and enforced? By whom?		
<p>How will any changes be monitored and enforced, if needed?</p> <ul style="list-style-type: none">• Have enforcement colleagues been involved?• Can volunteers be used? If yes, who will manage these?		
<p>Will the signage on site need to be changed? If yes:</p> <ul style="list-style-type: none">• Who will carry out these works?• Who will fund these works? Have they been included in the business plan?• When will these works be carried out?		
<p>Are you proposing to apply an extended stay charge? If yes:</p> <ul style="list-style-type: none">• Why?• Specific signage is required in order to apply this charge - who will fund this?• How will this be monitored and enforced? By whom?		
<p>Will the current maintenance regime need to be amended to accommodate the changes? If yes:</p> <ul style="list-style-type: none">• Who will carry out these works?• Who will fund these works? Have they been included in the business plans? Is DDA compliance affected?		
<p>What trial of these changes are you proposing to conduct?</p> <ul style="list-style-type: none">• What will be trialled and when?• How will you gather feedback?		



Section B

What is the outcome of the trial period?

- Did the trial change?
- What was the feedback gained?
- What changes have you made to your original proposal, if any, as a result of the trial?
- Have changes been accommodated within relevant budgets?
- When are you proposing to commence any works needed?

Signature

Waterway Manager

Date

Support for proposal (*add name of supporter as needed and attach email*)

Enforcement

Moorings

Boating Business

Direct Services Team

Waterway Partnership

Finance Manager

Contract manager

Date Section A Received by Head of Customer Services:

Date Section B Received:

Signed by Head of Customer Services:

Date

Date signed form sent back to Waterway:



Short Term Moorings - Framework for Change

New Moorings

Waterway Unit:	Canal or River:
Current Nearby Short Term Moorings:	Intended max stay period:
	Intended SAP Location: (attach map)
Proposed New Mooring: <i>(please describe what the new mooring would be (length, etc), seasonal variations, why it is needed, costs, timescales and any other information which may prove useful)</i>	
<p><i>Please complete each section below, in as much detail as is possible, attaching background information as needed. This will help understanding of why you have made the decisions that you have.</i></p> <ul style="list-style-type: none">• Before conducting the Pilot complete Section A and send to the Head of Customer Services• After the pilot update section A as needed and complete section B, then send to the Head of Customer Services	



Section A		
Elements considered which informed all decisions for potential new mooring	Detail	Additional information attached? (Yes / No)
<p>What consultation has taken place with local users who may be affected by any new mooring? See framework for who this may include:</p> <ul style="list-style-type: none"> • Who was consulted? • When? How? • What are their views? • How will you accommodate any conflicts in need? • If the majority of those consulted are against the proposals, what next? 		
<p>What monitoring programme of craft currently using nearby moorings & surrounding area took place?</p> <ul style="list-style-type: none"> • Which current moorings were monitored? • What surrounding area was monitored? • How long was this conducted for, and when (days, times, etc)? • What was the weather like during this monitoring period? • Has seasonal usage been taken into consideration? • Has holiday usage been taken into consideration? • Are there nearby marinas or hire boat operators that might affect the usage? • Was there active enforcement action in the area at the time? • What types of craft were using the mooring - cc, hire, private, trade, and shared craft? • What craft were using the waterway at the time - local, visiting area, passing through? 		



<p>What other evidence have you gathered / reviewed to help you assess the need for a new mooring? Examples are:</p> <ul style="list-style-type: none"> • No. of enforcement actions taken place • Customer comments • No. of complaints received • Economic benefits review undertaken • Safety issues 		
<p>What type of Short Term Mooring are you proposing to provide?</p> <ul style="list-style-type: none"> • Has the additional maintenance been planned and budgeted? • Will additional signage be needed? If yes, who will install and pay for this? • What maximum period will the mooring have? Why? 		
<p>It is preferable that the mooring has one clear stay period. If you are planning to use a mixture of timings:</p> <ul style="list-style-type: none"> • Why? How will it help customer need / demand? • How will you ensure clarity for visitors to minimise confusion? 		
<p>Will craft be able to double up at busy periods?</p> <ul style="list-style-type: none"> • If yes, how will you ensure clarity for visitors to minimise confusion? • If yes, do you have the channel width to allow this? Does offside vegetation need removing? Is there enough depth? Who will pay for these works? • If no, why not? 		
<p>Will there be a 'max. days per month' policy? If yes:</p> <ul style="list-style-type: none"> • Why? • How will you communicate this clearly to minimise confusion? • How will this be monitored and enforced? By whom? 		



<p>How will the new mooring be monitored and enforced?</p> <ul style="list-style-type: none"> • Have enforcement colleagues been involved? • Can volunteers be used? If yes, who will manage these? 		
<p>Are you proposing to apply an extended stay charge? If yes:</p> <ul style="list-style-type: none"> • Why? • Specific signage is required in order to apply this charge - who will fund this? • How will this be monitored and enforced? By whom? 		
<p>Will the current maintenance regime need to be amended to accommodate the new mooring? If yes:</p> <ul style="list-style-type: none"> • Who will carry out these works? • Who will fund these works? Have they been included in the business plans? <p>Is DDA compliance affected?</p>		
<p>The physical location of the new mooring on the waterway is vital. Ensure that:</p> <ul style="list-style-type: none"> • It is not on a short pound or stretch of waterway where the water levels fluctuate adversely • Additional bollards / rings do not impede or narrow the towpath (think cyclists, walkers and anglers) • The channel is deep enough to allow craft to pass safely • It is not located on a structure • It will not impede a sight line for other craft • It is not on a bend, next to a winding hole or tunnel entrance • If it is within a SSI, SAC or ONB that these won't be adversely affected • The bank protection is suitable for the additional usage • The channel deep enough to allow craft to access the mooring <p>If all these principles cannot be follow then we strongly recommend that the mooring does NOT go ahead until any issue(s) have been resolved.</p>		



<p>What trial of these new moorings are you proposing to conduct?</p> <ul style="list-style-type: none">• What will be trialled, when and where?• How will you gather feedback?		
Section B		
<p>What is the outcome of the trial period?</p> <ul style="list-style-type: none">• Did the trial change?• What was the feedback gained?• What changes have you made to your original proposal, if any, as a result of the trial?• Have changes been accommodated within relevant budgets?• When are you proposing to commence any works needed?		
<p>Signature Waterway Manager</p> <p>Date</p>		



Canal &
River Trust

Support for proposal (*add name of supporter as needed
and attach email*)

Enforcement

Moorings

Boating Business

Direct Services Team

Waterway Partnership

Finance Manager

Contract manager

Date Section A Received by Head of Customer Services:

Date Section B Received:

Signed by Head of Customer Services:

Date

Date signed form sent back to Waterway: