

Summary of Progress/Actions Taken following Decisions of Previous Meetings

Date of Meeting/ Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
18 January 2013 Minute 4/8(4) (Broads Local Access Forum Minute 1/9) Ludham Bridge Footpath link to St Benets	<ul style="list-style-type: none"> • Formal agreement with landowner to be signed. 	Senior Waterways and Recreation Officer	Formal footpath agreements all completed. Accommodation works in progress prior to opening of footpath for this season.
20 March 2015 Minute 5/15 External Funding Opportunities and Income Generation Members received a report on the proposals for external funding opportunities and identification of four potential pathways.	The following actions to be undertaken: <ul style="list-style-type: none"> • A prospectus for engagement with local businesses is prepared in tandem with the Broads Plan Review setting out opportunities for local companies to engage with the Authority on a range of areas including volunteering, training for staff, secondments and sponsorship. • Discussions to be held with the Broads Charitable Trust to review the progress it is making and the scope for closer collaboration. • The scope for deeper relationship with UEA be 	Head of Strategy and Projects	A prospectus outlining how businesses might be able to support the work of the Broads Authority has been discussed with the key partners prior to a Plan of Action.

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	<p>explored but not to the exclusion of other Universities</p> <ul style="list-style-type: none"> Consider the potential of crowdfunding for specific Broads Authority projects. 		
<p>23 January 2015 Minute 4/18 Chief Executive Report (1) Network Rail: Consultation document: Anglia Route Study, Long Term Planning Process</p>	<p>Proposed Response to Network Rail to be circulated to members for comment prior to being submitted to Network Rail by deadline of 3 February 2015.</p>	<p>Director of Operations</p>	<p>The final Anglia Route Study Report is due to be published in September 2016</p>
<p>20 March 2015 Minute 5/27 Lease of Moorings on River Thurne</p>	<ul style="list-style-type: none"> That the principles for the lease of moorings at Oby on the River Thurne be supported. The Chief Executive delegated to finalise the details and signing of the lease. 	<p>Head of Planning/Asset officer</p>	<p>The completed lease papers are with the landowner for agreement and signature.</p> <p>Footpath diversion agreed by Planning Committee on 1 May 2015 out for consultation. Footpath Diversion Order confirmed 28 August 2015.</p> <p>Negotiations with landowner underway.</p>
<p>15 May 2015 Minute 6/2(3) And Minute 1/9 Member Allowances</p>	<ul style="list-style-type: none"> Query relating to Member Allowances for National Parks and the Broads relating to Care 	<p>Solicitor and Monitoring Officer</p>	<p>Matter being followed up with Defra. Response awaited.</p>

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23 January 2015 Minute 4/9 National Park Branding 25 September 2015 Minute 2/15 Update on Judicial Review – National Park Branding	<ul style="list-style-type: none"> Inter alia adoption of the brand “Broads National Park” for marketing related purposes. 	Solicitor and Monitoring Officer	<p>Permission granted on 12 August to allow the claim for Judicial Review to be listed for a full hearing on the basis that there may be an important point of developing public law which had not been considered before the courts.</p> <p>This took place on 10 and 11 February 2016. Awaiting Judge’s decision.</p>
10 July Minute 1/14 and 1/15 Supporting and Developing the Role of Members: Workshop Programme	<p>Workshop Programme developed. Programme and Workshops have included:</p> <ul style="list-style-type: none"> Annual Site Visit – Landscape Partnership /Water Level Management – 23 July 2015 Statement of Accounts – 22 September 2015 Tolls Workshop – 23 September 2015 Broads Plan Review – 7 October 2015 Legal Updates/Objectively Assessed Housing Needs -/ Duty to Cooperate – 9 October 2015 Chairing Skills (1) – 19 October 2015 Tourism Strategy – 10 November 2015 	Chief Executive/ Management Team	<p>Workshop on Governance/ Role of Members/Chairing Skills/ for all Members postponed from 15 March 2016 to 29th September 2016.</p> <p>Proposed members workshop on Waste Facilities: A report on a review of general waste facilities was presented to the Navigation Committee on 10 December which supported the need to continue monitoring the situation and suggested that the Members Workshop be held later in the year. Supported by Broads Authority on 22 January 2016.</p> <p>Further to the report North Norfolk District Council has confirmed that it will be withdrawing 13 of its waste sites and retaining only three, Station Rd, Wroxham, Irstead and Neatishead Staithe by 21 March 2016.</p> <p>In addition three sites, Horning House Street, Ludham Bridge Staithe and Womack Staithe will</p>

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			continue until October 2016.
<p>25 September 2015 Minute 2/10 Strategic Direction Tolls Review Working Group</p> <p>20 November 2015 Minute 3/13</p>	<ul style="list-style-type: none"> That a fixed term Tolls Review Working Group comprising six members be established to include the Chairman of the Authority and the Chairman of the Navigation Committee in addition to four other members to be confirmed by the Chairman of the Authority. The Working Group to review the current tolls structure so as to make recommendations to the Authority thereafter. <p>Tolls Review Member Working Group established - Jacque Burgess, Michael Whitaker joint Chairman. Kelvin Allen, Louis Baugh, Bill Dickson, Nicky Talbot and Phil Durrant and Terms of Reference agreed.</p>	<p>Chairman / Collector of Tolls/Chief Executive</p>	<p>The Group has met on 5 occasions: 5 October, 6 November, 1 December 2015, 15 January 2016 and 25 February 2016. A sixth meeting is planned for 21 March 2016.</p> <p>The Group has taken account of the Lessons learnt from the 4 previous Tolls Reviews, and the Tolls Workshop held on 23 September 2015. It has agreed a revised set of principles from the 2012 Review.</p> <p>The Group is considering further detailed analysis of various proposals for the private fleet and the potential impacts and is due to consider more detailed analysis of proposals for commercial vessels at its meeting on 21 March 2016.</p>
<p>25 September 2015 Minute 2/26 Marine Management Organisation Licensing of Works in the Broads</p>	<ul style="list-style-type: none"> That the principle of the joint working position with the MMO (as outlined in Appendix 1 to the report) to reduce the regulatory burden on third party applicants in the Broads wishing to carry out construction works in or next 	<p>Director of Operations</p>	<p>Issue discussed with South East Harbour Masters Group, and agreed that whilst other ports/ harbours face similar issues it is not universal, so individual members to make own representations. Letter sent to MMO CEO. Further information sent as requested.</p> <p>Unsatisfactory response received from MMO,</p>

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	<p>to the navigation, be accepted.</p> <ul style="list-style-type: none"> • That the Authority continues to oppose direct discharge into the navigation area other than in the lower reaches of the system as appropriate where specific conditions will be imposed. <p>That where appropriate to allow the direct discharge into the navigation area that the conditions set out in Appendix 3 to the report be applied.</p> <ul style="list-style-type: none"> • That the Authority continue negotiations seeking discussions at a higher level in order to seek resolution and greater recognition from the MMO of the Authority's status as a Harbour Authority and the area's special qualities. 		further letter sent to CEO.
<p>20 November 2015 Minute 3/9 Fen Management, Strategic Priorities, Opportunities and Fen Survey</p>	<ul style="list-style-type: none"> • Contents of report noted • Programme of Work under MultiPLE Intereg North Sea regional bid to be further considered for a potential future more focused bid • Continue to work with partners 	Senior Ecologist	<p>MultiPLE: bid being submitted by the end of March 2016.</p> <p>Fen survey: Broads partners (BA, EA, NE, NWT) identified options for taking the Fen Survey forward and are now seeking the necessary support.</p>

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	to agree a programme of work for the fen survey and seek necessary funding.		
22 January 2016 Minute 4/9 Sustainable Tourism Strategy	<ul style="list-style-type: none"> The Authority welcomed the Draft Strategy and Action Plan and approved document for formal stakeholder consultation subject to amendments to take account of discussions, any further comments provided by members individually and following further consultation with Broads Tourism executive. BA confirmed support for key elements. 	Tourism and Promotion Officer	Broads Tourism Executive consulted. First Draft Sustainable Tourism Strategy distributed for consultation in February. Comments required by 7 March 2016.
22 January 2016 Minute 4/13 Broads Plan Review: First Consultation Draft Broads Plan 2017	<ul style="list-style-type: none"> Subject to feedback and any subsequent amendments, Draft Plan to be published for public consultation in February 2016 for period of at least 8 weeks 	Strategy and Projects Officer	Broads Forum received a report on 4 February 2016. Document distributed for public consultation from 15 February 2016 Navigation Committee considered the Draft on 25 February 2016.
22 January 2016 Minute 4/14 Broads Local Plan: Issues and Options Consultation	<ul style="list-style-type: none"> Broads Local Plan Issues and Options document approved for consultation in February 2016. 		Broads Forum received a report on 4 February 2016. Document distributed for public consultation from 15 February 2016.

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22 January 2016 Minute 4/17 National Park Partnership	<ul style="list-style-type: none"> • Limited Liability Partnership Structure and BA membership of it endorsed. • Chief Executive in consultation with Chairman authorized to take all such incidental and consequential steps reasonably necessary to implement decision including entering into any agreements and signing any legal documentation to effect to decision. • Chief Executive in consultation with Chairman delegated to take any decisions on behalf of Authority in the running of National Park Partnerships, bringing back regular reports as necessary. 	Chief Executive/ Chairman and Vice- Chairman	Legal Agreement being finalised. Early discussion with major companies initiated.