

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
23 January 2015 Minute 4/18 Chief Executive Report Network Rail: Consultation document: Anglia Route Study, Long Term Planning Process	<ul style="list-style-type: none"> 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. 	Director of Operations	Network Rail's consultants are currently drawing up final reports of the Multi Criteria Stakeholder Analysis consultation. The outcome will help inform consideration of the options for the renewal, replacement or repair of Somerleyton and Reedham bridges. Copies of the final reports were received on 12 July 2017
20 March 2015 Minute 5/27 Lease of Moorings on River Thurne	<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 	Director of Operations	<p>Negotiations with Landowner ongoing.</p> <p>A 40m section of mooring at Boundary Farm, made available under a S106 agreement is now available for use. The area has been brought up to a Broads Authority 24 hour mooring standard, with safety ladders, chains, timbering and mooring posts. The area is fenced to demark the BA mooring and private land, access is available to the footway that runs along the flood bank.</p>
15 May 2015 Minute 6/2(3) And Minute 1/9 13 May 2016 Minute 6/8 24 March 2017 Minute 5/7	<ul style="list-style-type: none"> Query relating to Member Allowances for National Parks and the Broads relating to Care for dependents Matter to be raised directly 	Solicitor and Monitoring Officer	<p>Matter has been followed up with Defra. The Chief Executive has been in touch with officials who are now investigating the matter.</p> <p>The Solicitor will investigate the matter further, querying compliance with the Human Rights Act</p>

Date of Meeting/ Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
Member Allowances	with Ministers and at the September Conference on Women in Public Services (to be attended by Jackie Burgess)		and Equalities legislation. Matter to be referred to in the Secretary of State Annual Reviews
25 September 2015 Minute 2/26 Marine Management Organisation Licensing of Works in the Broads	<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 	Director of Operations	Since initial discussion with MMO, they have simplified the system for small applicants which covered most third party activities in the Broads. The BA could issue & manage the MMO's licencing requirements as part of our works licencing BUT to do so would mean a whole raft of other responsibilities would need to be covered (as per the MMO) which could put a large burden on the Authority. It was decided to keep the status quo, and the BA works licences will carry advice for others to ensure they comply with other regulation (EA, MMO, NE)
18 November 2016 Minute 3/15 Appointment of External Auditors for 2018/19	<ul style="list-style-type: none"> that the Authority agrees to join the national collective scheme, led by the Public Sector Audit Appointment (PSAA), as recommended by the Financial Scrutiny and Audit Committee on 27 September 2016; that delegated authority be given to the Section 17 Officer to communicate the willingness of the authority to 	Chief Executive/ Chief Financial Officer	PSAA acknowledged receipt of BA's acceptance to become an opted-in Authority.

Date of Meeting/ Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	join the scheme to PSAA and to enter into the scheme after a satisfactory examination / negotiation of the proposed terms and conditions is concluded		
27 January 2017 Minute 4/8 Using Audio Recording or Webcasting to Increase the Openness and Transparency of Broads Authority Meetings	<ul style="list-style-type: none"> that audio recording of all BA public meetings be adopted on a trial basis for the next six months to assist in the preparation of minutes and during that time the Authority's existing equipment is tested to see if it is suitable for the task and issues involved in making recordings available on the Authority's website are investigated. That the webcasting of Broads Authority public meetings be further investigated and officers report back to a future meeting 	Solicitor and Monitoring Officer	Recordings of meetings are being made on a trial basis. Investigations for making available on the website being undertaken. Webcasting also being investigated.
27 January 2017 Minute 4/14 24 March 2017 Minute 5/8 and External Funding Update	<ul style="list-style-type: none"> Submission of CANAPE (Interreg) bid with the BA as lead partner approved. Commitment towards matched funding noted with recognition that if successful the project will divert some of the Authority's practical work 	Director of Operations/Head of Strategy and Projects/Senior Ecologist	CANAPE Bid has been successful. The Broads Authority, as Lead Partner, is awaiting the official offer letter from the Joint Technical Secretariat (JTS). This letter will contain details of the actions that need to follow. The partners have been informed of this and we are waiting the letter. The Broads Authority CANAPE project is forecast to start in 2017/18

Date of Meeting/ Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	<p>towards implementation of Vision for Hickling Broad</p> <ul style="list-style-type: none"> • That a Member Working Group be established with the task of developing a draft medium term external funding strategy whose aim is to support the delivery of the BA's priority activities in the new Broads Plan. Terms of Reference to be developed by the Working Group and brought back to the Authority for approval. • Landscape Partnership Scheme - second round application to HLF submission supported. 	<p>Chairman/Chief Executive</p> <p>Project Manager</p>	<p>and will include further enhancements at Hickling and work within the area of Paludiculture.</p> <p>Project Manager and Head of Strategy and Projects to work on potential medium term external funding strategy following submission of LPS. Kelvin Allen, Mathew Bradbury and John Ash volunteered to act as reference group for the work.</p> <p>Second round application to HLF submitted at the end of May 2017. Due to be considered by HLF committee at end of September. Official notification of decision expected November 2017</p>
<p>24 March 2017 Minute 5/13 Housing White Paper Planning Fees</p>	<ul style="list-style-type: none"> • BA responds to Government indicating that it would accept the offer of a 20% increase in application fees from July 2017 • BA commits to spending additional fee income in the planning department on tangible planning benefits • Planning Committee to give consideration to where the 	<p>Director of Planning and Resources/ Head of Planning</p>	<p>Report being prepared for Planning Committee for consideration (assuming that the fee increase is confirmed by new Government)</p>

Date of Meeting/ Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	additional income should be targeted but that consideration be given to extending the proactive condition monitoring scheme and enforcement.		
19 May 2017 Minute 6/13 Protocol on Member and Officer Relations	that the Solicitor and Monitoring Officer be delegated to make amendments to the proposed draft Protocol on Member and Officer Relations as outlined in the discussion, to circulate these to all members for consultation and following consultation authorise for the Protocol to be adopted.	Solicitor and Monitoring Officer	Amended Protocol taking account of points made in the discussion sent to all members on 25 May 2017 for consultation. Responses received but no further amendments considered appropriate. Protocol adopted in accordance with power delegated to Solicitor and Monitoring Officer and included on website.
24 March 2017 Minute 5/27 19 May 2017 Minute 6/26 Priority for Moorings 2017/18 (Exempt)	<ul style="list-style-type: none"> that the recommended actions in respect of the moorings at Acle Bridge, Hoveton Viaduct and Boundary Farm as set out in the report be supported and authorised. that subject to the successful outcome of the authorised actions and negotiations connected with the above, a further report setting out a full business case be provided to the Authority. that when the investment 	Director of Operations	Any further progress to be updated at the meeting (At Agenda Item no 32)

Date of Meeting/ Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	programme for moorings is settled the Authority works with the NSBA and the BHBF River Cruiser Class and the EACC to explain to users at large the priority and programme of works for these moorings.		
19 May 2017 Minute No6/27 Corporate Sponsorship Through National Parks Partnership	<ul style="list-style-type: none"> that the Authority confirms its support for the partnership with the international clothing company and recognises the benefits and obligations. That the Authority authorises the Chief Executive, to sign the Letter of Agreement with the National Parks Partnership regarding the commercial partnership agreement with the international company to be the official clothing supplier to the UK's fourteen National Park Authorities and the Broads Authority for 5 years. 	Chief Executive	<p>Letter of Agreement signed.</p> <p>Press Launch of Columbia clothing Sponsorship held in London on 23 May 2017.</p> <p>Clothing sizes and fitting sessions for staff and members have been completed and our order has been placed for the clothing.</p> <p>First large delivery of clothing for over 2,000 staff scheduled for October/November 2017. A second round of delivery for the shirts and tee-shirts is planned for January/February 2018</p>