

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. Positive meeting held with Broadland Charitable Trust and clear collaboration agreed in the future.

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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 has now been published.</p> <p>The document, part of the Long Term Planning Process (LTPP), considers the potential outputs required by the railway network within the Anglia Route in Control Period 6 (2019 – 2024), as well as further ahead up to the year 2043. It offers the funders sets of choices as to how these outputs might be met, having regard to value-for-money, affordability and efficient delivery.</p> <p>In the study under Appendix B Option Assessment, option 3 states the option to double the single track section over Trowse Bridge and Trowse Lower Junction.</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>

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			Negotiations with landowner underway. Planning application submitted.
15 May 2015 Minute 6/2(3) And Minute 1/9 Member Allowances	<ul style="list-style-type: none"> • Query relating to Member Allowances for National Parks and the Broads relating to Care 	Solicitor and Monitoring Officer	Matter has been followed up with Defra. There appears no prospect of a change in the legislation to enable the Authority to pay allowances for care.
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>The Waste Review meeting for members has been arranged for 10:00 – 12:00 on 15 July 2016 in the Waveney Room</p>
25 September 2015 Minute 2/10 Strategic Direction	<ul style="list-style-type: none"> • That a fixed term Tolls Review Working Group comprising six members be established to 	Chairman / Collector of Tolls/Chief Executive	The Group has met on 7 occasions: 5 October, 6 November, 1 December 2015, 15 January 2016 and 25 February 2016, 21 March 2016

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<p>Tolls Review Working Group</p> <p>20 November 2015 Minute 3/13</p>	<p>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> <p>Tolls Review Member Working Group established - Jacquie Burgess, Michael Whitaker joint Chairman. Kelvin Allen, Louis Baugh, Bill Dickson, Nicky Talbot and Phil Durrant and Terms of Reference agreed.</p>		<p>and 13 April 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.</p> <p>The Group presented their initial thoughts and principles to a Members Workshop on 21 April 2016.</p> <p>The TRG will be considering the feedback from the Workshop at its meeting on 6 May 2016.</p> <p>It is intended to hold a Workshop for the Stakeholders in the week of 13 – 17 June 2016 To present the initial thoughts and principles of the TRG and provide an outline of the potential proposed structure.</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 to the navigation, be accepted. • That the Authority continues to oppose direct discharge into 	<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, further letter sent to CEO.</p> <p>Response has now been received and MMO has agreed to meet to explore the issues in</p>

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	<p>the navigation area other than in the lower reaches of the system as appropriate where specific conditions will be imposed.</p> <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. 		more detail.
<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 to agree a programme of work for the fen survey and seek necessary funding. 	Senior Ecologist	<p>CANAPE: bid was submitted 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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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	First draft Plan public consultation carried out (15 Feb-8 April); consultation responses being analysed. Revised draft plan to be published for consultation in July.
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.
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 	Chief Executive/ Chairman and Vice-Chairman	Legal Agreement signed. Early discussion with a major company on behalf of National Park family underway.

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<p>18 March 2016 Minute 5/13A Item of Urgent Business Toll Plaques: Options for moving to a paperless solution</p>	<ul style="list-style-type: none"> Paperless system replacing toll plaques to be trialed for the coming year and its performance evaluated in the Autumn 2016. 	<p>Chief Executive/Collector of Tolls</p>	<p>Following the decision at the meeting on 18 March, when the problems relating to the Toll plaques was explained, the Authority stopped sending out Plaques for those vessels registering/renewing their toll. The owners of the 4,250 vessels who had already been issued with a plaque were advised not to display this, this year and were informed of the Authority's decision.</p> <p>There are a number of issues relating to the registration marks and the Authority is working to resolve these.</p>