

**Summary of Progress/Actions Taken following Decisions of Previous Meetings**

<b>Date of Meeting/ Minute No.</b>	<b>Authority Decision(s)</b>	<b>Responsible Officer(s)</b>	<b>Summary of Progress/ Actions Taken</b>
18 January 2013 Minute 4/8(4) (Broads Local Access Forum Minute 1/9) <b>Ludham Bridge Footpath link to St Benets</b>	<ul style="list-style-type: none"> <li>Formal agreement with landowner to be signed</li> </ul>	Senior Waterways and Recreation Officer	<p>Formal footpath agreements all completed. Accommodation works in progress prior to opening of footpath for this season.</p> <p>Works complete. Lease agreement signed with new landowner. Signage to be installed with potential path opening in October.</p>
23 January 2015 Minute 4/18 <b>Chief Executive Report Network Rail: Consultation document: Anglia Route Study, Long Term Planning Process</b>	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	Multi criteria analysis of stakeholder study is being undertaken by Network Rail following a series of telephone interviews. Meeting to discuss progress on 20 September 2016, verbal update can be given.
20 March 2015 Minute 5/27 <b>Lease of Moorings on River Thurne</b>	<ul style="list-style-type: none"> <li>That the principles for the lease of moorings at Oby on the River Thurne be supported</li> <li>The Chief Executive delegated to finalise the details and signing of the lease</li> </ul>	Head of Planning/Asset officer	<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>Planning application considered by Committee on 27 May 2016 and approved. Section 106</p>

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			<p>Agreement signed and permission issued.</p> <p>Awaiting signed agreement from landowner.</p>
<p>15 May 2015 Minute 6/2(3) And Minute 1/9 13 May 2016 Minute 6/8 <b>Member Allowances</b></p>	<ul style="list-style-type: none"> <li>Query relating to Member Allowances for National Parks and the Broads relating to Care</li> <li>Matter to be raised directly with Ministers and at the September Conference on Women in Public Services (to be attended by Jacque Burgess)</li> </ul>	<p>Solicitor and Monitoring Officer</p>	<p>Matter has been followed up with Defra. The Chief Executive has recently been in touch with officials who are investigating the matter.</p> <p>The Solicitor will investigate the matter further, querying compliance with the Human Rights Act and Equalities legislation.</p>
<p>25 September 2015 Minute 2/10 <b>Strategic Direction Tolls Review Working Group</b></p> <p>20 November 2015 Minute 3/13</p>	<ul style="list-style-type: none"> <li>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</li> <li>Tolls Review Member Working Group established - Jacque Burgess, Michael Whitaker</li> </ul>	<p>Chairman / Collector of Tolls/Chief Executive</p>	<p>The Group has met on 10 occasions: 5 October, 6 November, 1 December 2015, 15 January 2016 and 25 February 2016, 21 March 2016, 13 April 2016, 6 May, 23 May 2016, and 17 August 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>A Workshop for the key Stakeholders was held on Tuesday 14 June 2016 6 – 8pm. The TRG</p>

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	joint Chairman. Kelvin Allen, Louis Baugh, Bill Dickson, Nicky Talbot and Phil Durrant and Terms of Reference agreed		<p>presented the principles to provide a framework for a proposed new structure for setting the Navigation Charges and provided an outline of the potential structure.</p> <p>Key Stakeholders consulted their respective organisations and provided feedback to TRG by 31 July 2016. FSAC considered an outline report on 5 July 2016.</p> <p>A meeting was held with the key stakeholders NSBA, BHBF on 2 September 2016 in response to the feedback received.</p> <p>In light of the extended consultation period as well as the significant changes to the Tolls Structure, the timescales for consideration of the new structure have been amended in order to provide a robust report.</p> <p>Report being prepared for the Navigation Committee on 27 October at same time as the consultation charges for next year and recommendations to be submitted to BA meeting on 18 November 2016</p>
25 September 2015 Minute 2/26 <b>Marine Management Organisation Licensing of Works in the Broads</b>	<ul style="list-style-type: none"> <li>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</li> </ul>	Director of Operations	MMO has agreed to meet to explore the issues in more detail, still awaiting confirmation of date. Accord has been signed with PLA, and officers are chasing the draft accord with Broads Authority to be finalised, which will delegate some of the MMO decisions to the BA to streamline the process for third parties.

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	<p>construction works in or next to the navigation, be accepted</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• 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</li> <li>• 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</li> </ul>		
<p>20 November 2015 Minute 3/9 <b>Fen Management, Strategic Priorities, Opportunities and Fen Survey</b></p>	<ul style="list-style-type: none"> <li>• Contents of report noted</li> <li>• Programme of Work under MultiPLE Intereg North Sea regional bid to be further considered for a potential future more focused bid</li> <li>• Continue to work with partners to agree a programme of work for the fen survey and seek</li> </ul>	<p>Senior Ecologist</p>	<p><b>CANAPE:</b> bid was submitted end of March 2016, decision expected end of September. Meeting with lead partner scheduled for week beginning 26 September.</p> <p><b>Fen survey:</b> Broads partners (BA, EA, NE, NWT) identified options for taking the Fen Survey forward. Funding from NE to resource work due to be confirmed</p>

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	necessary funding		
18 March 2016 Minute 5/13A Item of Urgent Business <b>Toll Plaques: Options for moving to a paperless solution</b>	<ul style="list-style-type: none"> <li>Paperless system replacing toll plaques to be trialed for the coming year and its performance evaluated in the Autumn 2016</li> </ul>	Chief Executive/Collector of Tolls	<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. The matter has been discussed by the Tolls Working Group and will be included in its report.</p> <p>There are a number of issues relating to the registration marks and the Authority is working to resolve these.</p>
13 May 2016 Minute 6/9 <b>Business Plan 2016/17 Adopted</b>	<ul style="list-style-type: none"> <li>that the additional challenges identified in Section 2 of the report and as identified in the Chief Executive's presentation are noted . That these be considered in the Autumn when the necessary information is available</li> <li>that the development of a robust smart Risk Register be fully embedded in policy papers to take account of the challenges identified and provide guidance on priority</li> </ul>	Chief Executive/ Management Team	<p>Ongoing</p> <p>Risk Register regularly updated and is a standing item for Financial Scrutiny and Audit Committee.</p>

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	and strengthen fund raising possibilities <ul style="list-style-type: none"> <li>that a Longer term strategy to seek funding may be developed</li> <li>that a report be prepared for the next meeting on Communications to consider the Authority's capacity and requirements for dealing with press, social media as well as the development and refreshment of the Broads Tourism website. (See minute 6/16)</li> </ul>		Item discussed on 8 July 2016 and Fund Raising Strategy of working in partnership and in line with Broads Plan supported.  Director of Planning and Resources and Head of Communications reviewing the resources available to the Communications Team
13 May 2016 Minute 6/10 <b>Broads National Park: Outcome of the Judicial Review</b>	<ul style="list-style-type: none"> <li>that the Judge's ruling on the Judicial Review Hearing and the confirmation it provided for the legality of the decision the Authority took in January 2015 be welcomed</li> <li>that the leave to appeal to the High Court by Mr Harris be noted</li> </ul>	Chief Executive/Solicitor	Decision expected on Mr Harris's application for leave to appeal to the Court of Appeal expected October/November
13 May 2016 Minute 6/16 <b>Guidance from Members' Annual Review</b>	Key points raised by Members be noted as follows:  <b>Governance</b> (a) To note that in line with the Internal Audit recommendations, the Code of	Chief Executive/ Management Team  Solicitor and Monitoring Officer	The Solicitor is undertaking a Review of the Code of Conduct and a Draft revision is included on this agenda at No.18.



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	<p>for an area that has an equivalent status to that of a National Park.</p> <p><b>Communications</b>  (a) that the Chief Executive review the level of staffing in the Communications Team to consider how the Authority can be more proactive in the press, PR and social media.  (Recommendation (v) of Minute 6/9)</p> <p><b>Workshops and Site Visits</b>  (a) That the Chairman and Chief Executive review and come back with proposals to the next meeting on how the Authority manages its business to streamline the arrangements to reduce the number of meetings in order to increase the number of workshops, briefings and site visits.</p>		<p>meeting on 14 October to provide update on legal issues including the Housing and Planning Act.(All members welcome to attend)</p> <p>Director of Planning and Resources and Head of Communications reviewing the resources available to the Communications Team</p> <p>The following workshops and training sessions have been scheduled and/or taken place.</p> <ul style="list-style-type: none"> <li>• Statement of Accounts - to be arranged in Spring 2017 when new members confirmed and in time for next Statement of Accounts (2016/2017).</li> <li>• High Level Review on Flood Management for Coast and Broad – report commissioned by Broad's Climate Change Partnership. Workshop – 3 November 2016, 5 – 9pm to consider ways forward</li> <li>• Priorities for next 5 years, Budget and Broad's Business Plan development 2017/18 – to be arranged for November/December 2016</li> </ul>