

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	Formal agreement with landowner to be signed.	Senior Waterways and Recreation Officer	Formal footpath agreements all completed. Accommodation works being programmed prior to opening of footpath for next 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 is being drafted along with a potential plan of action. This will be discussed with the key partners and a report brought to members in due course. Report on National Park Partnerships at Agenda Item 17.

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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 shortly.</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>	<p>Query relating to Member Allowances for National Parks and the Broads relating to Care.</p>	<p>Solicitor and Monitoring Officer</p>	<p>Matter being followed up with Defra. Response awaited.</p>
<p>10 July 2015 Minute 1/14 and 1/15</p>	<ul style="list-style-type: none"> Broads Local Access Forum (BLAF) to be reviewed with the 	<p>Director of Planning and Resources/ Senior</p>	<p>Request for new applications advertised with existing members welcome to apply.</p>

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25 September 2015 Minute 2/16 Membership of Broads Local Access Forum	<p>current members of the BLAF.</p> <ul style="list-style-type: none"> Proposals for the recruitment and appointment of members to the Broads Local Access Forum (BLAF) supported with the aim of completion before the December meeting of the BLAF. 	Waterways and Recreation Officer	<p>Appointments will be confirmed before next Broads Local Access Forum meeting in December.</p> <p>Membership process complete. See report on this agenda item 19.</p>
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. This is due to take place on 10 and 11 February 2016.</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 	Chief Executive/ Management Team	<p>Workshop on Chairing Skills for all Members arranged for 15 March 2016.</p> <p>Proposed members workshop on Waste Facilities:</p> <p>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 at the end of the 2016 season.</p> <p>Further to the report there are indications that North Norfolk District Council will be</p>

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	2015 <ul style="list-style-type: none"> • Chairing Skills (1) – 19 October 2015 • Tourism Strategy – 10 November 2015 		withdrawing 13 of its waste sites and retaining only three, Station Rd, Wroxham, Irstead and Neatishead Staithe prior to Easter 2016
25 September 2015 Minute 2/10 Strategic Direction Tolls Review Working Group	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.	Chairman / Collector of Tolls/Chief Executive	Tolls Review Member Working Group established - Jacquie Burgess, Michael Whitaker joint Chairman. Kelvin Allen, Louis Baugh, Bill Dickson, Nicky Talbot and Phil Durrant. <u>First Meeting held on 5 October 2015</u> Items discussed: Terms of Reference of the Group, Scoping the context and determining the breadth of the Enquiry; Lessons from the 2005, 2008, 2009 and 2012 Tolls Review; Review of Fixed and Variable Elements of Navigation Charges. <u>The Second Meeting on 6 November 2015</u> <ul style="list-style-type: none"> • Reviewed the Principles and Criteria and Attributes adopted following the 2012 Review to examine if they were still fit for purpose and considered how well the current Tolls system performs. • Considered the “Management” Working Paper • Work Plan for next 2 - 3 meetings. <u>The Third Meeting on 1 December 2015</u> <ul style="list-style-type: none"> • Amended Terms of Reference for the Group

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			<p>noted.</p> <ul style="list-style-type: none"> • The principles and criteria for Navigation Charges agreed • Considered various options and asked officers to work up examples • At the meeting on 15 January 2016 the Group will consider the further detailed analysis of the proposals including the impacts of the proposals and engagement with Stakeholders.
<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 continue 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</p>	<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>Response from MMO awaited.</p>

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	<p>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. 		
<p>20 November 2015 Minute 3/8 Climate Change Adaptation: Response for Consultation</p>	<ul style="list-style-type: none"> • Comments received and proposed response in modifying the full draft climate adaptation plans noted and endorsed for submission to Defra by end of 2015. • Principles in report noted. • Recommendations in report supported <ul style="list-style-type: none"> ○ Develop clear collaborative actions ○ More work round saline intrusion ○ Finding resources to advance interpretation and help changes in understanding and behavior through Broads Plan 	<p>Strategy and Projects officer</p>	<p>Revised full and summary plans are with designer for final formatting and should be sent to Defra in January.</p> <p>Programme of action to follow up next steps being developed – see this agenda for work around flood risk management. (Item 10)</p>

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20 November 2015 Minute 3/9 Fen Management, Strategic Priorities, Opportunities and Fen Survey	<ul style="list-style-type: none"> • Contents of report noted • Programme of Work under MultiPLE Interreg 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>MultiPLE: UK and international partners are meeting in London 14-15 January to adapt and refocus the Programme of Work under MultiPLE Interreg North Sea regional bid. A modified Expression of Interest is welcomed by the Interreg Steering Committee and will be submitted by the end of March.</p> <p>Fen survey: Broads partners (BA, EA, NE, NWT) are meeting 27 January 2016 to agree a programme of work for the fen survey and a strategy to seek necessary funding.</p>
20 November 2015 Minute 3/10(ii) Strategic Priorities 2016/17	<ul style="list-style-type: none"> • Same five Strategic Priorities for 2015/16 be retained for 2016/17 together with two additional areas of focus: climate change and sea level rise and comprehensive spending review. • FSAC in association with Management Team consider how to respond to CSR 	Chief Executive	Ongoing.