

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 draft reports were received on 12 July 2017 Meeting with Network Rail scheduled for 11 October 2017 cancelled. Meeting with Network Rail scheduled for 22 November 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	Negotiations with the landowner regarding pontoons will recommence when the sale of the Ludham Fieldbase is complete. The purchase of Acle Bridge site will assist with the 'waste issue' raised as one of the concerns by the landowner at the Thurne Mouth location, but more discussion will be needed once funding is available.
27 January 2017 Minute 4/8 Using Audio Recording or Webcasting to Increase the Openness and Transparency of Broads	<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 	Solicitor and Monitoring Officer	Recordings of meetings have been made on a trial basis. The equipment being used has proven to be suitable for the task and has helped in ensuring the accuracy of the Minutes. It is proposed that the recording of Meetings continue but are not downloaded on to the

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Authority Meetings	<p>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.</p> <ul style="list-style-type: none"> That the webcasting of Broads Authority public meetings be further investigated and officers report back to a future meeting 		<p>website at this stage. The Authority has the copyright of the recordings and Members of the Public may ask for a copy of a recording through the Solicitor and Monitoring Officer. The way forward will be part of the Data Protection Review.</p> <p>Webcasting also being investigated.</p>
<p>27 January 2017 Minute 4/14 24 March 2017 Minute 5/8 and</p> <p>External Funding Update</p>	<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 towards implementation of Vision for Hickling Broad 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 	<p>Director of Operations/Head of Strategy and Projects/Senior Ecologist</p> <p>Chairman/Chief Executive Head of Strategy and Projects</p>	<p>CANAPE Bid has been successful. A 'Kick-Off' meeting with the 14 partners took place in October 2017. Project Manager being recruited. <i>Item included on the agenda under Strategic Priorities</i></p> <p>Project Manager and Head of Strategy and Projects have been working on potential medium term external funding strategy. The Reference Group comprising Kelvin Allen, Mathew Bradbury and John Ash have met and considered a first draft. A further meeting is planned.</p>

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	<p>the Working Group and brought back to the Authority for approval.</p> <ul style="list-style-type: none"> Landscape Partnership Scheme - second round application to HLF submission supported. 	Project Manager	<p>Second round application to HLF successful.. <i>Item included on the agenda under Strategic Priorities Item no 9</i></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 additional income should be targeted but that consideration be given to extending the proactive condition monitoring scheme and enforcement. 	Director of Strategy and Sustainable Communities/ Head of Planning	<p>Report to be prepared for Planning Committee for consideration (assuming that the fee increase is confirmed by new Government)</p> <p>Government considering proposed increase in planning fees following Summer recess.</p>
<p>24 March 2017 Minute 5/27 19 May 2017 Minute 6/26 Priority for Moorings 2017/18</p>	<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 	Director of Operations	<p>Moorings at Acle Bridge An Officer working group has been set up to scope the BA's needs, wants and ideas for this site. The survey results on the 'kiosk' show it is in relatively good order and could</p>

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(Exempt)	<p>the report be supported and authorised.</p> <ul style="list-style-type: none"> • 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 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. 		form part of the site's vision.
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 	Chief Executive	Delivery of clothing for Broads Authority members and staff delayed until January 2018

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	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.		
28 July 2017 Minute no 1/13 Anti-Social Behaviour	<ul style="list-style-type: none"> That a short term working group of Members and officers be set up to look at Anti-Social Behaviour on the Broads engaging with the Hire Boat Federation, the NSBA, Broads Society, PCC (Police and Crime Commissioner) through Lorne Green and report back to the Authority. 	Chief Executive	<p>The Member Working comprised of: Michael Whitaker as Chair of BHBF, Greg Munford for Richardsons and Broads Tourism, Paul Rice (Member), Nicky Talbot (Chair of Navigation Committee), Brian Wilkins (Vice-Chair of NC and rep NSBA), Bill Dickson as Member of BA, Inspector Rob Wicks and Seargent Derek Rutter of Broads Beat, met on Wednesday 4 October 2017.</p> <p><i>The Following points were agreed:</i></p> <ul style="list-style-type: none"> <i>Investigate increased Ranger and Broads Beat presence in the evenings</i> <i>Expand the current 'Super Safety days' programme to evenings</i> <i>Work with the industry to encourage limiting the maximum speed of hired day-boats</i> <i>Increase the level of communication between Broads Authority Rangers, Broads Beat and boat hire companies to share intelligence about groups that are causing problems</i>

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			<ul style="list-style-type: none"> Investigate the purchase of mobile speed signs to build on trials which took place this summer
28 July 2017 Minute Nos 1/18 and 1/20 29 September 2017 Minute 2/13 Governance and Peer Review	<ul style="list-style-type: none"> Update on Peer Review noted Revised Member Development Protocol adopted Amended Guidelines for Local Authorities when appointing members to the Authority adopted. 	Chief Executive and Solicitor and Monitoring Officer	<p>The Peer Review took place between 10 and 12 October and Members will have received a Summary of the feedback the Group provided on 12 October 2017. The final report is expected at the end of November/beginning of December.</p> <p>A Members Away Day to consider the findings of the Peer Review and ways forward has been arranged for: TUESDAY 30 January 2018.</p> <p>The Members Handbook was one of the recommendations of the Peer Review Group. This is almost complete. This will have a specific area on the Authority's website to include:</p> <ul style="list-style-type: none"> Summary of Broads Acts 1988 and 2009 Code of Conduct Protocol on Member and Officer Relations Member Development Protocol Social Media Policy- Guidance for Members and Officers Ethics in the Authority Terms of Reference of committees: Committee Structure Chart Standing Orders Scheme of Powers Delegated to Officers

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			<p>and Powers Delegated to Chief Executive</p> <ul style="list-style-type: none"> • Scheme of Member Allowances • (Freedom of Information and Data Protection Regulations) • Port Marine Safety Code • Annual Governance Statement
<p>29 September 2017 Minute 2/10 Broads Local Plan</p>	<ul style="list-style-type: none"> • That the final publication version of the Broads Local Plan and supporting documents are approved for pre-submission public consultation subject to: <ul style="list-style-type: none"> ○ the impact of the Gypsy and Traveller, Travelling Show People, Caravan and Houseboat Need Study and SFRA study being assessed; ○ and if these do not materially change the meaning of the policies and there is just a technical wording change • The final decision to consult be delegated to the Chief Executive in consultation with the Chair of the Broads 	<p>Planning Policy Officer</p>	<p>Planning Committee considered the impact of the Gypsy and Traveller, Traveling Show People, Caravan and Houseboat Need Study at its meeting on 13 October 2017. This did not materially change the meaning of the policy and the Committee agreed that the topic paper go forward to support the Local Plan.</p> <p>The SFRA Strategic Flood Risk Assessment Study was provided for the Planning Committee meeting on 10 November 2017 and assessed against the policies in the Broads Local Plan.</p> <p>Both of the above documents have now been received and do not materially change the meaning of the policies. The Chairs of the Authority and the Planning Committee and the Chief Executive have been consulted and approved the Local Plan for consultation. The document together with supporting documents is now being made available for a period of 8 weeks up until 5 January 2018 at 4.pm. The documents can</p>

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	Authority and Chair of Planning Committee.		<p>be found on the Authority's website. Paper copies are available at local libraries and District Councils. Drop in sessions have been arranged in three locations:</p> <ul style="list-style-type: none"> • 22 November 2017 – Brundall Memorial Hall 6 – 8pm • 6 December – Geldeson Village Hall 6 – 8 pm • 9 December – Potter Heigham Village Hall 10.00am – 12 pm.