

**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>
23 January 2015 Minute 4/18 <b>Chief Executive Report Network Rail: Consultation document: Anglia Route Study, Long Term Planning Process</b>	<ul style="list-style-type: none"> <li>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.</li> </ul>	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 and 22 November 2017 cancelled. Meeting with Network Rail scheduled for February.
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>	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 <b>Using Audio Recording or Webcasting to Increase the Openness and Transparency of Broads</b>	<ul style="list-style-type: none"> <li>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</li> </ul>	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. The Authority has the copyright of the recordings and Members of the Public may ask

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<b>Authority Meetings</b>	<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"> <li>• That the webcasting of Broads Authority public meetings be further investigated and officers report back to a future meeting</li> </ul>		<p>for a copy of a recording through the Solicitor and Monitoring Officer.</p> <p>Webcasting also investigated.</p> <p><b><i>Item on the Agenda at no 16</i></b></p>
<p>24 March 2017 Minute 5/13 <b>Housing White Paper Planning Fees</b></p>	<ul style="list-style-type: none"> <li>• BA responds to Government indicating that it would accept the offer of a 20% increase in application fees from July 2017</li> <li>• BA commits to spending additional fee income in the planning department on tangible planning benefits</li> <li>• 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.</li> </ul>	<p>Director of Strategic Services /Head of Planning</p>	<p>Report to be prepared for Planning Committee for consideration (assuming that the fee increase is confirmed by new Government)</p> <p>Government has confirmed increase in planning fees as from 17 January 2018.</p>
<p>24 March 2017 Minute 5/27 19 May 2017</p>	<ul style="list-style-type: none"> <li>• That the recommended actions in respect of the</li> </ul>	<p>Director of Operations</p>	<p><b>Moorings at Acle Bridge</b> <b><i>Item on the Agenda at No 15</i></b></p>

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<p>Minute 6/26 <b>Priority for Moorings 2017/18</b>  <b>(Exempt)</b></p>	<p>moorings at Acle Bridge, Hoveton Viaduct and Boundary Farm as set out in the report be supported and authorised.</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> </ul>		
<p>19 May 2017 Minute No6/27 <b>Corporate Sponsorship Through National Parks Partnership</b></p>	<ul style="list-style-type: none"> <li>• That the Authority confirms its support for the partnership with the international clothing company and recognises the benefits and obligations.</li> <li>• That the Authority authorises the Chief Executive, to sign the</li> </ul>	<p>Chief Executive</p>	<p>Delivery of clothing for Broads Authority members and staff scheduled for January 2018</p>

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	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.		
28 July 2017 Minute Nos 1/18 and 1/20 29 September 2017 Minute 2/13 <b>Governance and Peer Review</b>	<ul style="list-style-type: none"> <li>• Update on Peer Review noted</li> <li>• Revised Member Development Protocol adopted</li> <li>• Amended Guidelines for Local Authorities when appointing members to the Authority adopted.</li> </ul>	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 and a copy of the final report.</p> <p>A Members Away Day to consider the findings of the Peer Review and ways forward has been arranged for: <b>TUESDAY 30 January 2018.</b></p> <p><b>The Members Handbook</b> was one of the recommendations of the Peer Review Group. This is nearing completion. This will have a specific area on the Authority's website.</p>
29 September 2017 Minutes 2/15 <b>Data Protection Regulations</b>	<ul style="list-style-type: none"> <li>• From 25 May 2018 a significant change to data law will be implemented in the UK through the EU General Data Protection Regulation. Report and action required noted .</li> </ul>	Solicitor and Monitoring Officer	<p>A Data Asset Register has been drawn up identifying all categories of data being held and their location. A Retention Policy is also being developed with a view to deleting general data not in accordance with regulations by May 2018.</p> <p>Training for Staff and Members is to be</p>

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			arranged in February and March 2018.
29 September 2017 Minute 2/10  24 November 2017 Minute 3/7 <b>Broads Local Plan</b>	<ul style="list-style-type: none"> <li>The final publication version of the Broads Local Plan and supporting documents approved for pre-submission public consultation for a period of 8 weeks up until 5 January 2018.</li> </ul>	Planning Policy Officer	Consultation period extended to 12 January 2018. Report with submission document to be provided for Broads Authority meeting in March 2018 for approval following Planning Committee meeting in March.
24 November 2017 Minute 3/8 <b>Proposed Navigation Charges for 2018/19 in the Navigation Area and Adjacent Waters</b>	<ul style="list-style-type: none"> <li>That the Authority follows the advice of the Navigation Committee and raises charges in the Navigation Area and Adjacent Waters for 2018-19 by 3% across the board, in line with the current rate of inflation (CPI), as set out for the main categories in Table 8 of the report, using the additional funding to purchase the new equipment for bankside tree and scrub management and additional safety signs.</li> <li>Following the successful two year trial, the Authority</li> </ul>	Collector of Tolls and Head of IT/Chief Financial Officer	Notice to all Toll payers to be sent out 14 February 2018.

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	stops printing adhesive toll plaques permanently, other than for short visit tolls.		
24 November 2017 Minute 3/9A  <b>External Funding Update</b>	<ul style="list-style-type: none"> <li>That a working group made up of an expanded Membership and staff be established to develop the fine details of a strategic approach to external funding. (Any Members interested in joining the group are asked to contact the Authority via the Chief Financial Officer (Emma Krelle).</li> <li>The group to formulate its terms of reference and develop a framework for consideration by the Authority.</li> </ul>	Chief Financial Officer/ Director of Strategic Services/ Head of Strategy and Projects/	<p>At the last meeting Lana Hempsall expressed interest in joining the Group and since then so has Greg Munford.</p> <p>The Director of Strategic Services, Chief Financial Officer, and Head of Strategy and Projects will look for a convenient date for the Working Group to meet.</p>
24 November 2017 Minute 3/11 <b>Engagement with Key Stakeholders and the role of the Broads Forum</b>	<ul style="list-style-type: none"> <li>That the report be noted and the views expressed be fed into the wider issues around engagement with stakeholders at the Members Away Day on 30 January 2018.</li> <li>To review the list of interest groups and organisations not only on the Forum but</li> </ul>	Chief Executive/Director of Strategic Services	<p>Review of the List of interest groups and organisations on the Forum as well as those with an interest in the Broads National Park being undertaken.</p> <p>Investigations underway. Discussions at the Members Away day on 30 January 2018.</p>

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	<p>also those which have an active interest in the Broads National Park.</p> <ul style="list-style-type: none"> <li>To, examine how members communicate with their parent bodies, and inquire as to what other ways might interest groups/stakeholders engage with the Authority.</li> </ul>		
<p>24 November 2017 Minute 3/12 <b>Broads Forum</b> re Mooring Strategy as part of Integrated Access Strategy.</p> <p>Request for inclusion of SMART targets on all moorings including informal moorings in BA's Annual monitoring report.</p>	<ul style="list-style-type: none"> <li>Members were of the view that to provide information on all available moorings in the Broads area especially informal moorings over which the Authority had no control, particularly in terms of safety, would be inappropriate.</li> <li>That the approach being taken for the review of the integrated access strategy be supported and the Authority's response be provided to the Forum.</li> </ul>	<p>Chair of Broads Forum /Senior Waterways and Recreation Officer</p>	