

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
<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>Director of Operations</p>	<p>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.</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. 	<p>Director of Strategic Services /Head of Planning</p>	<p>Report to be prepared for Planning Committee for consideration. Government has confirmed increase in planning fees as from 17 January 2018.</p>

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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 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. 	Chief Executive	<p>Clothing delivered and allocated to staff and Members. We are now in the 'snagging' period and in contact with Columbia to swap items and obtain the correct fit.</p> <p>At a recent meeting of the UK's National Parks it was resolved to establish a national charity to respond to the opportunities for charitable giving from the corporate sector identified by National Parks Partnership.</p>
28 July 2017 Minute Nos 1/18 and 1/20 29 September 2017 Minute 2/13 16 March 2018 Minute 5/14 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>A Members Away Day to consider the findings of the Peer Review took place on Tuesday 30 January 2018. Further meeting on 8 March 2018 to discuss and review options for programme to address issues.</p> <p>Report on the Agenda.</p>
29 September 2017 Minutes 2/15 Data Protection Regulations	<ul style="list-style-type: none"> From 25 May 2018 a significant change to data law will be implemented in the UK 	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 has also been</p>

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	through the EU General Data Protection Regulation. Report and action required noted .		developed with a view to deleting general data not in accordance with regulations by May 2018. Training for Staff took place on 13 and 15 February 2018 and training for Members arranged for 11 May 2018 and 15 May 2018
24 November 2017 Minute 3/9A External Funding Update	<ul style="list-style-type: none"> • 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). • The group to formulate its terms of reference and develop a framework for consideration by the Authority. 	Chief Financial Officer/ Director of Strategic Services/ Head of Strategy and Projects/	The Working Group has been confirmed as: Kelvin Allen, John Ash, Mathew Bradbury, Lana Hemsall and Greg Munford. The first meeting was held on 12 April 2018 Terms of Reference of the Group to be considered by the Authority . <i>Item on the Agenda</i>
24 November 2017 Minute 3/11 Engagement with Key Stakeholders and the role of the Broads Forum	<ul style="list-style-type: none"> • 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. • To review the list of interest groups and organisations not 	Chief Executive/Director of Strategic Services	Review of the List of interest groups and organisations on the Forum as well as those with an interest in the Broads has been undertaken. Report provided to Broads Forum on 26 April

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	<p>only on the Forum but also those which have an active interest in the Broads National Park.</p> <ul style="list-style-type: none"> To, examine how members communicate with their parent bodies, and inquire as to what other ways might interest groups/stakeholders engage with the Authority. 		<p>2018 <i>Item on the Agenda</i></p>
<p>26 January 2018 Minute 4/14 16 March 2018 Acle Bridge</p>	<ul style="list-style-type: none"> 3 Additional Members of the Group agreed . (This now comprises : Linda Aspland, James Bensly, Matthew Bradbury, Bill Dickson, Lana Hemsall, Bruce Keith, James Knight, Nicky Talbot and Haydn Thirtle) A quality mobile café operator to be appointed for the 2018 season following an appropriate procurement process and any mobile operators to be required not to sell alcohol during the coming season. Outline list of components for the development list of facilities as set out in section 3 of the report supported with exception of the potential for a 	<p>Chief Executive</p>	<p>Contract for the provision of mobile catering at the Acle Bridge site under negotiation.</p> <p>Design Brief prepared and Competition advertised. Brief sent to list of identified architects, Norfolk Association of Architects and RIBA branches in East Anglia. Article also appeared in Architects Journal Acle-Bridge-Design-Brief</p> <ul style="list-style-type: none"> Deadline for Stage 1 submission of design proposals --Tuesday 29 May 2018 Assessment of Stage 1 Designs – Wednesday 6 June 2018 Shortlisted design proposals notified – Friday 8 June 2018 Publicity for Stage 1 Designs – 11-15 June 2018 Interviews/Presentations – Thursday 5 July 2018 Presentation of winning design and

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	marina and day boat operation; <ul style="list-style-type: none"> • Architectural practices with experience in designing visitor centres invited to participate in a competition to submit initial design ideas. • Working group/Panel to judge submissions and recommend a design approach. Panel to include independent chairman and possible quantity surveyor. 		announcement of winner at Broads Authority meeting – Friday 27 July 2018.
26 January 2018 Minute 4/24 Transfer of Mutford Lock	<ul style="list-style-type: none"> • The two Harbour Revision Orders are submitted and the tripartite agreement noted in the report be completed in all respects, to give effect to completing the transfer of the Lock in the Navigation Area and the ownership to the Broads Authority. 	Solicitor and Monitoring Officer	Legal procedures to effect transfer progressed through Authority's external lawyers and ready for submission. Fair split of costs being discussed with all parties.
26 January 2018 Minute 4/25 Chet Boat: Award of Contract	<ul style="list-style-type: none"> • Standing Orders for Contracts waived due to the unique circumstances • The International Boatbuilding Training College (ITBC Ltd.) Lowestoft is awarded a contract to construct a replica of the Chet Boat and fulfil the rest of the Project at the cost 	Broads Landscape Partnership Programme Manager	Contract awarded. Boatbuilding College Tutors have visited Sweden to learn how to forge axes and are now searching for sources of suitable wood.

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	<p>stated in the report, funded by the grant awarded by the HLF as part of the WMM Programme</p>		
<p>16 March 2018 Minute 5/11 Broads Local Plan</p>	<ul style="list-style-type: none"> • Broads Local Plan endorsed for submission to the Planning Inspectorate for the Examination in Public 	<p>Planning Policy Officer</p>	<p>Broads Local Plan submitted on 19 March 2018 to Planning Inspectorate and received. Inspector appointed. Programme Officer: Maria Conti Documents sent to venues around the Broads in accordance with regulations. All stakeholders on contact data base contacted and all site promoters informed of submission of Local Plan. Examination webpage set up: http://www.broads-authority.gov.uk/planning/planning-policies/development/future-local-plan/examination-of-the-local-plan-for-the-broads-2018 Examination library webpage set up: http://www.broads-authority.gov.uk/planning/planning-policies/development/future-local-plan/examination-of-the-local-plan-for-the-broads-2018/local-plan-examination-library-march-2018</p>
<p>16 March 2018 Minute 5/19 Pilot Agri-Environment Scheme for the Broads</p>	<ul style="list-style-type: none"> • Contents of submission to Defra for pilot agri-environment scheme for the Broads, which builds on the partnership work with the 	<p>Head of Strategy and Projects/ Broadland Catchment Partnership Officer/</p>	<p>Defra acknowledge receipt of proposed Pilot Scheme. Officers continuing to work with stakeholders at both the local and national levels with various Defra workshops.</p>

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	National Farmers Union and local land managers and prepared with assistance of local conservation NGOs welcomed and noted.		