

Summary of Progress/Actions/Response Taken Following Discussions at Previous Meetings
Report by Administrative Officer

Date of Meeting and Minute No	Discussion	Responsible Person	Summary of Progress
18 April 2013 Minute 5/6 Update on Swing Bridges	Update on Whole Life Management Strategy Study being undertaken by Network Rail	Asset Officer	Network Rail and consultants to provide further report with presentation during Final Options stage.
5 September 2013 Minute 1/10 Demasting and 24 Hour Moorings	Understand the full implications of the costs of maintaining moorings once the stance of the Environment Agency is known	Senior Waterways and Recreation Officer	Officers are in the process of conducting an internal assessment of mooring provision for the repiling of the Broads Authority's existing 24-hour moorings. An initial meeting of the Authority's internal officer working group took place on 28 November 2013 and further discussions are taking place with the Environment Agency regarding the likely timescale regarding the transfer of piling to private landowners. A stakeholder workshop will take place in Spring 2014 and a detailed report will be presented to the Navigation Committee later in the year.
5 September 2013 Minute 1/13 Boat Waste Update 2013	Report on the implications of district council	Asset Officer	Still awaiting final figures from local authorities. A report will go to Navigation Committee in February 2013.

	approaches once full figures known		
5 September 2013 Minute 1/14 Boat Owners Survey	Develop the survey of private boat owners to gain more comprehensive information	Senior Waterways and Recreation Officer	An initial meeting of the steering group which has been convened to develop the boat owners survey met on the 25 November 2013 and discussed the content of a draft survey questionnaire. Subsequent to that meeting advice is now being sought from a professional company specialising in customer surveys regarding the layout of the form that will be used and how the Authority captures the information required to inform future policy. Any further update will be reported to the Committee.
5 September 2013 Minute 1/15 Subscriber Text Service	Investigate trial text service	Head of IT and Collector of Tolls	A trial of this service is proposed for April and May of next year. The setup costs will be around £150. Running costs are being clarified.
5 September 2013 Minute 1/19 Follow up to Meeting with MPs	Arrange meeting to discuss the issues raised with MPs	Chairman of the Authority	Meeting arranged for 29 November 2013.