

**Summary of Progress/Actions Taken following Decisions of Previous Meetings**

| Date of Meeting/ Minute No.   | Authority Decision(s)  | Responsible Officer(s)                           | Summary of Progress/<br>Actions Taken  |
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| 23 January 2015<br>Minute 4/18<br><b>Chief Executive Report<br/>Network Rail: Consultation<br/>document: Anglia Route<br/>Study, Long Term Planning<br/>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                           | <b>Report on Swing Bridges on Agenda (Item 30)</b>   |
| 20 March 2015<br>Minute 5/27<br><b>Lease of Moorings on<br/>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. |
| 24 March 2017<br>Minute 5/13<br><b>Housing White Paper<br/>Planning Fees</b>  | <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</li> </ul> | Director of Strategic Services /Head of Planning | Report to be prepared for Planning Committee for consideration (assuming that the fee increase is confirmed by new Government)<br><br>Government has confirmed increase in planning fees as from 17 January 2018.  |

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|   | <p>tangible planning benefits</p> <ul style="list-style-type: none"> <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>24 March 2017<br/>Minute 5/27<br/>19 May 2017<br/>Minute 6/26<br/><b>Priority for Moorings 2017/18</b><br/><b>(Exempt)</b></p> | <ul style="list-style-type: none"> <li>• That the recommended actions in respect of the moorings at Acle Bridge, Hoveton Viaduct and Boundary Farm as set out in the report be supported and authorised.</li> <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</li> </ul> | <p>Director of Operations</p> | <p><b>Moorings at Acle Bridge</b><br/><b><i>Item on the Agenda at No 14</i></b></p> |

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|  | programme of works for these moorings.   |  |  |
| <p>19 May 2017<br/>Minute No6/27<br/><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 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.</li> </ul> | 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> |
| <p>28 July 2017<br/>Minute Nos 1/18 and 1/20<br/>29 September 2017<br/>Minute 2/13<br/><b>Governance and Peer Review</b></p> | <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>A Members Away Day to consider the findings of the Peer Review took place on Tuesday 30 January 2018.</p> <p><b><i>Report on the Agenda at Item 15.</i></b></p>   |

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| 29 September 2017<br>Minutes 2/15<br><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 took place on 13<sup>th</sup> and 15<sup>th</sup> February 2018 and training for Members is to be arranged March 2018.</p> |
| 29 September 2017<br>Minute 2/10<br><br>24 November 2017<br>Minute 3/7<br><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   | <p>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.</p> <p><b>Report on the Agenda at Item 12</b></p>   |
| 24 November 2017<br>Minute 3/9A<br><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</li> </ul> | Chief Financial Officer/<br>Director of Strategic Services/<br>Head of Strategy and Projects/ | <p>The Working Group has been confirmed as: Kelvin Allen, John Ash, Mathew Bradbury, Lana Hemsall and Greg Munford.</p> <p>The first meeting is scheduled for the beginning of April.</p>   |

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|  | <p>Krelle).</p> <ul style="list-style-type: none"> <li>The group to formulate its terms of reference and develop a framework for consideration by the Authority.</li> </ul>   |   |   |
| <p>24 November 2017<br/>Minute 3/11<br/><b>Engagement with Key Stakeholders and the role of the Broads Forum</b></p> | <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 also those which have an active interest in the Broads National Park.</li> <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>Chief Executive/Director of Strategic Services</p>                 | <p>Review of the List of interest groups and organisations on the Forum as well as those with an interest in the Broads being undertaken.</p> <p>Investigations underway. Stakeholder Groups being contacted.</p> <p>Some Broads Forum members met independently on 2 February 2018 and have provided their comments to the Authority, reinforcing the views expressed at the November Broads Forum meeting and expressing support for the continuation of the Forum.</p> <p>Reply sent from Chairman welcoming initiative explaining comments would be reported back to the BA as part of the overall investigations on engagement.</p> <p>To report back to Broads Forum on 26 April 2018</p> |
| <p>24 November 2017<br/>Minute 3/12<br/><b>Broads Forum</b> re Mooring Strategy as part of Integrated</p>            | <ul style="list-style-type: none"> <li>Members were of the view that to provide information on all available moorings in</li> </ul>   | <p>Chair of Broads Forum /Senior Waterways and Recreation Officer</p> | <p>Chair of Broads Forum informed of Broads Authority decision regarding this matter.</p>   |

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| <p>Access Strategy.</p> <p>Request for inclusion of SMART targets on all moorings including informal moorings in BA's Annual monitoring report.</p> | <p>the Broads area especially informal moorings over which the Authority had no control, particularly in terms of safety, would be inappropriate.</p> <ul style="list-style-type: none"> <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>26 January 2018<br/>Minute 4/10...<br/><b>Strategic Direction</b></p>  | <ul style="list-style-type: none"> <li>• Strategic Priorities for 2018/19 adopted.: <ul style="list-style-type: none"> <li>○ Water Mills and Marshes CANAPE</li> <li>○ Broadland Future (integrated Risk Management)</li> <li>○ Catchment Managemetn</li> <li>○ External Funding</li> <li>○ Market, promotion and media erlations</li> <li>○ Peer Review – prepare action plan</li> <li>○ Acle Bridge.</li> </ul> </li> <li>• Officers to develop a Pilot Scheme in association with other stakeholder</li> </ul> | <p>Chief Exectuive /Management Team<br/>Head of Strategy and Projects, with Senior Ecologist and Broadland Catchment Partnership Officer.</p> | <p>Bid for Pilot scheme to consider agr-environment schemes, organisation and implementation with particular relevance to the Broads National Park post Brexit has been developed for submission.</p> <p><b>Report on Agenda at Item 20.</b></p> |

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|   | <p>organisations, to respond to Defra's call for a proposal in relation to agri-environment post Brexit.</p> <ul style="list-style-type: none"> <li>Officers remain alert to any potential activity needed as a result of the future Hobhouse review identified in the 25 year Environment Plan.</li> </ul>                         |   |  |
| <p>26 January 2018<br/>Minute 4/13<br/><b>Greater Norwich Local Plan – first Consultation Stage</b></p> | <ul style="list-style-type: none"> <li>Greater Norwich Local Plan noted;</li> <li>Planning Committee authorised to consider and submit representations.</li> </ul>  | <p>Planning Policy Officer</p>          | <p>Report submitted to 2 March 2018 Planning Committee meeting and comments endorsed.<br/><a href="#">Policy Documents-Consultation-Norwich-Local-Plan</a></p> |
| <p>26 January 2018<br/>Minute 4/14<br/><b>Acle Bridge</b></p>   | <ul style="list-style-type: none"> <li>The following members: James Bensly, Mathew Bradbury, Bill Dickson, Bruce Keith, Nicky Talbot and Hayd Thirtle volunteered to form a small group to work with officers to work up plans for the development of the Acle Bridge site and bring back proposals to a future meeting.</li> </ul> | <p>Chief Executive</p>                  | <p>The first meeting of the Group took place on 14 February 2018 followed by a second on 8 March 2018.</p> <p><b>Report on the Agenda at Item 14</b></p>       |
| <p>26 January 2018<br/>Minute 4/24<br/><b>Transfer of Mutford Lock</b></p>                              | <ul style="list-style-type: none"> <li>The two Harbour Revision Orders are submitted and the tripartite agreement noted in the report be completed in all respects, to give effect to</li> </ul>  | <p>Solicitor and Monitoring Officer</p> | <p>Legal procedures to effect transfer progressing through Authority's external lawyers.</p>   |

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|  | <p>completing the transfer of the Lock in the Navigation Area and the ownership to the Broads Authority.</p>   |   |                                       |
| <p>26 January 2018<br/>Minute 4/25<br/><b>Chet Boat: Award of Contract</b></p> | <ul style="list-style-type: none"> <li>• Standing Orders for Contracts waived due to the unique circumstances</li> <li>• 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 stated in the report, funded by the grant awarded by the HLF as part of the WMM Programme</li> </ul> | <p>Broads Landscape Partnership Programme Manager</p> | <p>Contract being awarded</p>         |