

Summary of Progress/Actions Taken following Decisions of Previous Meetings

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
<p>23 September 2011 Minute 1/12</p> <p>Broads Climate Change Adaptation Approach</p>	<ul style="list-style-type: none"> • Approach in preparing “Preliminary Draft” endorsed and structure and content of approach and methodology approved. • Subject to modifications, Preliminary Draft to be sent to Defra as part of first round of reporting under the Climate Change Act 2008. • BA, as lead organisation, working closely with others to proceed to next stage of consultation, developing the incremental approach to involving a wider set of people representing the central interests in the Broads. 	<p>Head of Strategy and Projects</p>	<p>Consultants appointed to design stakeholder engagement plan. First workshop with Advisory Panel and guests held on 12 September. Insufficient interest for a more extensive stakeholder workshop and so the consultants will be undertaking telephone interviews instead. Final report due December 2012.</p> <p>Final reports have been received. Panel agreed at December meeting to devise scope and action for next phase by the end of the financial year. A report is likely to come to the March meeting of the Authority.</p>
<p>18 November 2011 Minute 2/10</p>	<ul style="list-style-type: none"> • Key recommendations and themes contained in the 	<p>Senior Ecologist</p>	<p>Broads Biodiversity Group working on individual recommendations from the audit</p>

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
Biodiversity Audit and Tolerance Sensitivity Mapping for the Broads	report accepted and to be developed by the Broads Biodiversity Group working through the Conservation Partnership and Broads Plan.		which are being delivered. Broads Biodiversity Group are working together to refresh the existing Broads Biodiversity Action Plan and key habitat strategies into a single strategy that will set the forward direction for landscape-scale, cross-habitat biodiversity and conservation. Final report due March 2013.
13 July 2012 Minute 1/13 21 September 2012 Minute 2/16 Update on Transfer of Responsibilities for Breydon Water and the Lower Bure	<ul style="list-style-type: none"> • The Authority agreed to proceed with the immediate maintenance and management issues by authorising officers to: <ul style="list-style-type: none"> – develop a tender and award a contract for the hydraulics/sediment modelling of Breydon Water so that the role of the Turntide Jetty in particular can be assessed (at a cost of up to £60,000); – purchase a more appropriate vessel for patrolling Breydon Water and the Lower Bure in the region of £100,000 to 	Chief Executive and Director of Operations	Matters being progressed. Contract for hydraulics/sediment modelling of Breydon Water awarded and now proceeding. Authority approved purchase of vessel Aqua Bell Trojan 33 with necessary fit out works at a total cost of £115,267.42 for

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	<p>£120,000; and</p> <ul style="list-style-type: none"> - install lay by moorings at Breydon Bridge (approx £50,000); • that officers exercise discretion in accordance with the Authority's adopted Enforcement Policy in dealing with any breaches of the current arrangements; and • that the view that officers are taking in regard to charges for jet skis transiting the Lower Bure be noted and endorsed. 		<p>primary purpose of patrolling Breydon Water and Lower Bure at its meeting on 21 September 2012. Order now placed and delivery expected January 2013. Design of layby moorings ongoing, user consultation will take place in January prior to finalising design and location.</p>
<p>16 March 2012 Minute 4/34 Removal of Unsafe Vessel</p>	<ul style="list-style-type: none"> • That the Authority, having taken all reasonable steps to obtain compliance with the Construction Standards, agrees in principle to exercise the powers set out in Section 20 of the Broads Authority Act 2009 in respect of the unsafe vessel; and 	<p>Director of Operations and Head of Safety Management</p>	<p>Letter sent to local authorities to investigate alternative options.</p> <p>Being progressed, legal advice being sought on the process prior to serving notices. Legal advice now received, notice to be served before the end of January.</p>

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	<ul style="list-style-type: none"> that the Chief Executive be authorised to remove this unsafe vessel from the Broads navigation area and adjacent waters in the interests of public safety and the safety of the owner subject to legal advice and negotiations with other appropriate organisations after the necessary steps had been taken. 		
<p>21 September 2012 Minute 2/13 The Role of the Broads Authority in Tourism</p>	<ul style="list-style-type: none"> That the Authority continues its direct role in promoting tourism in the Broads working in partnership with the business grouping Broads Tourism, as described in the report. Establishment of new post located within Communications Team to focus on the promotion and marketing of the Broads and to work in close cooperation with Broads Tourism and other relevant organisations; further consideration to be 	<p>Chief Executive/ Director of Planning and Strategy</p>	<p>Members agreed to support a new Tourism post at meeting of 21 September 2012.</p> <p>Broads Tourism being consulted on job description before recruitment to new post.</p> <p>Navigation Committee considered report at meeting of 11 October 2012.</p> <p>Meeting scheduled for 29 January 2013 with NSBA and BHBF to include discussion on this item. Reporting back to Navigation Committee on apportionment of costs at February meeting.</p>

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	<p>given to the level of project funding to be allocated in future years in close co-operation with Broads Tourism and other funding bodies and organisations including Norfolk and Suffolk County Councils in line with the Broads Sustainable Tourism Strategy and the Broads Plan;</p> <ul style="list-style-type: none"> • Navigation Committee to be further consulted on the funding arrangements involving navigation expenditure for the new post in the Communications Team. 		
<p>21 September 2012 Minute 2/15 Site Specific Policies Development Plan Document – Review of Consultation and Approval of Development Plan Document Submission</p>	<ul style="list-style-type: none"> • Contents of Consultation Report Noted. • Draft Proposed Site Specific Policies DPD approved for formal publication and submission to examination for eventual adoption subject to inclusion of amendments to Model Policy as tabled. • Authority delegated to Chief 	<p>Director of Planning and Strategy/ Planning Policy Officer</p>	<p>Consultation to take place between 1 November and 13 December 2013.</p> <p>Consultation now closed. No significant issues raised as a consequence and proceeding towards formal submission to Secretary of State in February 2013.</p>

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	<p>Executive to:</p> <ul style="list-style-type: none"> • make minor amendments to proposed Sites DPD in advance of publication; • finalise supporting documents and • finalise the format of proposed adopted policies map. • Authority delegated to Chief Executive in consultation with Chairman of BA and Planning Committee, or, if time allows, to Planning Committee to suggest to Inspector conducting the examination any minor changes to the Proposed DPD required to address matters arising during publication or examination, unless these raise significant issues not previously considered by the Authority. 		
<p>21 September 2012 Minute 2/18 Whitlingham Country Park Byelaws</p>	<ul style="list-style-type: none"> • That the Authority proceeds to make the byelaws as attached to the report as Appendix 1 subject to 	Solicitor	<p>An advert was placed in the EDP on 21 December 2012 advising on the intention for the Byelaws to be made, with a one month window for representations to be</p>

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	technical amendments as required by the Solicitor for submission.		made to Defra.
21 September 2012 Minute 2/29 Wayford Mill	That the Solicitor be instructed to take the necessary steps required as set out in the report: <ul style="list-style-type: none"> • to demonstrate that breaches of planning control are not to be tolerated and should not result in personal advantage; • to end the considerable expense and officer time in dealing with the on-going breaches of planning control; and • to secure restoration of the mill in accordance with the 2001 Agreement. 	Solicitor/Director of Planning and Strategy	Solicitor instructed.
23 November 2012 Minute 3/10 Growth and Infrastructure Bill	<ul style="list-style-type: none"> • That the approach taken by National Parks England as supported by the Chairman be endorsed. • That the proposals being put forward by National Grid be noted and officers continue to work with its neighbouring authorities to respond to 	Chairman/ Chief Executive/Director of Planning and Strategy	The Growth and Infrastructure Bill has passed through the House of Commons. The Second Reading in the House of Lords is due to be held on 8 January.

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	these		
<p>23 November 2012 Minute 3/11 Asset Management Strategy</p>	<ul style="list-style-type: none"> • that the land swap arrangements at How Hill be approved and officers authorised to complete the necessary legal process; • that delegated powers be extended to the Chief Executive in relation to the disposal of land and property to a maximum value of £25,000 in line with valuation advice from the Authority's property advisers; • that the process for the development of a Capital Plan for the Authority's Assets be noted and endorsed; • to note that an annual contribution of at least £250,000 per annum would be required in order to provide for the future maintenance of the 	<p>Chief Executive/Director of Operations/Asset Officer</p>	<p>Legal process is underway.</p> <p>Delegated powers amended.</p> <p>Presentation also given to the Navigation Committee.</p> <p>Note this total figure is not included within the draft budget for 2013/14, given financial constraints.</p>

Date of Meeting and Minute No.	Authority Decision(s)	Responsible Officer(s)	Summary of Progress/ Actions Taken
	<p>Authority's assets; and</p> <ul style="list-style-type: none"> that the detailed consideration of the earmarked reserve accounts including those figures set out in the tabled Appendix 1 to the report be referred to the Financial Scrutiny and Audit Committee for consideration on consolidating them into three main headings. 		<p>Report to go to Financial Scrutiny and Audit Committee on 12 February 2013.</p>