

Public Document Pack



PLYMOUTH LOCAL ACCESS FORUM

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2 June 2011

When calling or telephoning please ask for: **Mr Ross Johnston**

PLYMOUTH LOCAL ACCESS FORUM

DATE: MONDAY 13 JUNE 2011

TIME: 10.30 AM

PLACE: COUNCIL HOUSE, PLYMOUTH (NEXT TO CIVIC CENTRE)

Committee Members–

Mr Fairchild, in the Chair

Mr Stewart, Vice Chair

Mr Attrill, Cllr Churchill, Mr Emery, Cllr K Foster, Mr Goddard, Ms Hitchens,
Mr Pawley, Mrs Roberts, Mrs Rodgers, Mr Skinner and Cllr Wheeler

Members are invited to attend the above meeting to consider the items of business overleaf

Members are requested to sign the attendance list at the meeting.

PLYMOUTH LOCAL ACCESS FORUM

1. APPOINTMENT OF CHAIR AND VICE CHAIR

To appoint a Chair and Vice Chair for the forthcoming year.

2. WELCOME TO NEW MEMBERS

The Chair will welcome new members to the Forum.

3. APOLOGIES

To receive apologies for non-attendance submitted by Forum Members.

4. DECLARATIONS OF INTEREST

Members will be asked to make any declarations of interest in respect of items on this Agenda.

5. MINUTES

(Pages 1 - 10)

The Forum will be asked to confirm the minutes of the 28 March 2011.

6. CHAIR'S URGENT BUSINESS

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

7. TRACKING RESOLUTIONS

(Pages 11 - 14)

To monitor progress on previous resolutions.

8. REVIEW OF THE TERMS OF REFERENCE

(Pages 15 - 22)

To review the PLAF's terms of reference.

9. DRAFT ANNUAL REPORT FOR 2010/11

(Pages 23 - 38)

The Forum will consider the draft Plymouth Local Access Forum annual report for 2010/11.

10. RIGHTS OF WAY IMPROVEMENT PLAN - WORK PROGRAMME PRIORITIES

To review and discuss the work programme priorities for the Rights of Way Improvement Plan.

11. COASTAL ACCESS: PUBLIC SLIPWAYS IN PLYMOUTH

To receive a verbal report from Dave Pawley on coastal access issues and the maintenance of public slipways along the Plymouth coast.

12. SOUTH WEST COAST PATH UPDATE

To receive an update on the South West Coast Path.

13. PUBLIC PATH EXTINGUISHMENT ORDER - RIDGEWAY SCHOOL

To consider the Forum's response to formal consultation on the Ridgeway School public path Extinguishment Order 2011.

14. WORKING GROUPS

To receive an update from any previously agreed working groups and/or agree any working groups for items on this agenda.

15. WORK PROGRAMME (Pages 39 - 40)

To receive the Forum's Work Programme for 2011/2012.

16. CORRESPONDENCE (Pages 41 - 54)

To consider any correspondence received and note any correspondence sent by the Forum.

17. DATE OF NEXT MEETING

The next meeting will be held at 10:30am on 12 September 2011 at the Council House, Armada Way, Plymouth.

18. ISSUES ARISING FROM FORUM MEMBERS

To discuss any issues brought forward by members of the Forum.

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Plymouth Local Access Forum

Monday 28 March 2011

PRESENT:

Mr Fairchild, in the Chair.

Mr Stewart, Vice Chair.

Mr Attrill, Councillor Browne, Mr Emery, Councillor K Foster, Mr Goddard, Ms Hitchens, Mr Pawley, Mrs Rodgers, Mr Skinner and Councillor Wheeler

Apologies for absence: Miss Roberts

The meeting started at 10.30 am and finished at 1.00 pm.

Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

60. DECLARATIONS OF INTEREST

The following declaration of interest was made by a member in accordance with the Code of Conduct –

Name	Subject	Reason	Interest
Mr Pawley	South West Coast Path (minute 68 refers)	Is the new Plymouth local representative for the South West Coast Path.	Personal

61. MINUTES

With regard to the minutes of 27 January 2011 members commented that –

- (a) regarding minute 55a (f) the Secretary of State should replace DEFRA and read ‘when organising working groups the LAF should follow the guidance provided by the Secretary of State’;
- (b) regarding minute 56, ‘it was important that the LAF remain an independent body’ should read ‘in its statutory role as an independent advisory body’.

Agreed that the minutes of the meeting held on 27 January 2011 are confirmed as a correct record subject to the above amendments in (a) and (b).

62. **CHAIR'S URGENT BUSINESS**

Barbara Mickley resignation

Ray Fairchild, Chair of the LAF informed members that Barbara Mickley had recently tendered her resignation as a member of the Plymouth LAF.

Agreed that a letter be sent to Mrs Mickley to thank her for her service to the LAF.

63. **TRACKING RESOLUTIONS**

Members noted their tracking resolutions.

64. **ACCESS WHITLEIGH PROJECT**

Rosie Dale, Major Schemes Officer (Sustainable Transport Team) provided an update on the Access Whitleigh Project (now called Whitleigh: Safer and Sustainable Travel). Members were informed that –

- (a) the project, which had requested £180K to improve sustainable transport in the Whitleigh neighbourhood, was progressing well through the council's decision making process;
- (b) the project had been separated into four stages which were:
 - (i) a feasibility stage, where data would be collected on accident statistics, road speeds and audit's into street maintenance, public transport and walking and cycling provision in the community;
 - (ii) a community engagement and consultation stage, where information would be gathered from members of the public from surgeries and partnership working, which had / would include–
 - one engagement surgery at Whitleigh Green;
 - two engagement sessions with local schools;
 - a Whitleigh fitness festival being led by the Public Health Team & Sports Development Unit;
 - a community leaflet and local map being produced;
 - (iii) an implementation stage;
 - (iv) a monitoring stage;

Following questions from members it was reported that –

- (c) the community leaflet, for the Whitleigh: Safer and Sustainable Travel project would be distributed to all public venues including schools and doctor surgeries once produced;
- (d) the Sustainable Neighbourhood Development Plan consultation for Whitleigh had been run in conjunction with the project's engagement and consultation sessions;

Members commented that –

- (e) putting the community leaflet in local bus stops and community venues in neighbouring areas such as Southway may help advertise the project more widely;
- (f) a working group reviewing walks in Whitleigh would help inform the outcome of the project.

Agreed that a working group is initiated entitled 'Access Whitleigh Project – Working Group' and is led by Mrs P Hitchens. The membership of the working group consists of Councillor Browne, Dave Pawley, John Skinner and Councillor Wheeler. The working group would provide their findings to the LAF Secretary and the PROW Officer by 31 May 2011.

65. **LOCAL SUSTAINABLE TRANSPORT FUND**

Rosie Dale, Major Schemes Officer (Sustainable Transport Team) presented a report on the Local Sustainable Transport Fund. Members were informed that –

- (a) the City Council was preparing to submit a bid to obtain funding from the Local Sustainable Transport Fund; a fund from central government;
- (b) this was an exciting opportunity where the council could obtain significant investment to improve sustainable transport in the city;
- (c) the submission of the bid had been approved by the Cabinet at their meeting on 8 March 2011;
- (d) if the bid was successful the monies would be spent on delivering improvements to sustainable transport provision in the city and providing opportunities for people to use more sustainable modes of travel (as detailed in the accompanying briefing note on the agenda);

- (e) some of the improvements would include –
 - (i) restoring Laira Rail Bridge as a pedestrian and cycling facility;
 - (ii) developing off-road cycling facilities;
 - (iii) improving traffic flow to enable easier on-road cycling;
 - (iv) delivering new bus services;
- (f) it was hoped that the LAF would provide support to the bid for the Local Sustainable Transport Fund.

Following questions from members it was reported that –

- (g) the bid did not include improvements to rail facilities due to the prohibitive cost of such measures;
- (h) in order to promote and improve sustainable transport the Transport and Highways department, if the bid was successful, would be working with individual households creating personalised travel plans and were planning to improve the travel information on the council's transport web pages.

Agreed that

- (1) the report is noted.
- (2) the LAF Secretary would send an approved letter of support to Plymouth Transport and Highways, for inclusion in the bid to the Department for Transport's Local Sustainable Transport Fund.

66. **SCHOOLS ACADEMY STATUS**

Members received a report on the Notice of Statutory Land Transfer for Ridgeway School and Coombe Dean School. The PROW Officer informed members that –

- (a) a number of schools had applied for academy status; if granted these schools would no longer be in the control of the local authority;
- (b) the local authority would need to lease land to the schools who were granted academy status which could impact on public rights of way and other highways issues;

- (c) the two schools had presently been provided with temporary leases, with formal leases being consulted on and it was important that the land leases correctly incorporate all highway's issues;

Members commented that –

- (d) before the Coombe Dean lease was finalised existing footpaths should be formally adopted as public rights of way and recorded on the definitive map;
- (e) if footpath's were not recorded on the definitive map then they should remain as permissive footpath's or not be included in the lease;
- (f) if the footpath's were not recorded and they were to be included in the lease then there should be conditions in the lease that ensure the school do not obstruct the footpath;
- (g) local resident's could also apply for the footpath's to be adopted as public rights of way;
- (h) the Ridgeway school extinguishment order was a separate issue and should not be considered with the notice of land transfer.

Agreed that –

- (1) the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Ridgeway School;
- (2) the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Coombe Dean.

67. **LOCAL ACCESS FORUM DEVELOPMENT**

Ross Johnston, Secretary of the Local Access Forum (LAF) and Robin Pearce, Public Rights of Way (PROW) Officer presented a report on Plymouth Local Access Forum Development.

Members commented that –

- (a) in January 2011 only 50 per cent of members had completed the evaluation questionnaire and not the reported 86 per cent. The additional 36 per cent had completed the questionnaire subsequently;

- (b) in the terms of reference the word 'preferably' should replace 'where reasonably practicable' in the section that reads "Election for the post of Vice-Chair will then take place and, where reasonably practicable, candidates eligible to stand for the position shall be those drawn from a different category or type of interest (set out in paragraph 3.1) to that of the newly elected Chair".

Following members questions it was reported that –

- (c) 'in and around Plymouth' meant areas outside of Plymouth, which included, but were not limited to Tamerton Foliot, Saltash, Belliver, Cann Woods and certain parts of Burrator;
- (d) the proposed changes had been implemented into the terms of reference, which were attached to the report for approval.

Agreed that the LAF approve –

- (1) the proposal to reduce the number of business meetings from six to four annually is approved;
- (2) and agree the creation of position statements are approved;
- (3) the Chair and Vice-Chair should preferably not represent the same interest group,
- (4) delegated authority is provided to the PLAF Secretary, in consultation with the Chair, to deal with issues and consultation responses using the approved position statements where a response is required before the next meeting of the Forum;
- (5) the amendment's of the PLAF Terms of Reference (as attached at Appendix 1 to the report) to reflect the proposed changes;
- (6) the Chair and Vice Chair continue in their position until the next meeting of the Forum.

68. **SOUTH WEST COAST PATH**

Robin Pearce, Public Rights of Way Officer, gave an update on the South West Coast Path and informed members that –

- (a) the council had recently received the geotechnical survey report and had distributed the report to those members that had requested it;
- (b) the report stated that a full failure of the slope was extremely unlikely, although there continued to be a localised failure risk;

- (c) the section of the South West Coast Path would remain closed during Summer 2011;
- (d) recommendations and remedial engineering work would be discussed in a management meeting to be held on 29 March 2011.

Following members questions it was reported that –

- (e) all LAF members would be informed of the action recommended by the council;
- (f) the options available to remedy the footpath were quite costly, although it was believed that the works would qualify for funding from a capital fund on emergency works.

Dave Pawley, Forum member updated members on Royal William Yard developments and informed members that –

- (g) planning permission had been granted for both the Urban Splash applications at Royal William Yard; work was progressing slowly due to funding difficulties;
- (h) other funding options were being explored by the South West Coast Path Trail, the South West Coast Path Association and the Friends of Devil's Point who wished to designate the footpath through Royal William Yard as a public right of way;
- (i) the Millfields Trust, an organisation set up by the Regional Development Agency, had been approached in the hope that they can take on the lease and management of the Royal William Yard to promote public access through the South West Coast Path.

Agreed that Dave Pawley, LAF member, would provide a written response to the LAF Secretary who would then forward the letter to Clive Perkin, Assistant Director for Development and Regeneration (Transport), offering the LAF's formal support of the actions being taken by the Friend of Devil's Point in their efforts to secure the link from Royal William Yard up to and through Devil's Point Park.

69. **REVIEW OF STATUTORY DUTIES**

Members were advised that there was currently a consultation from the Department for Communities and Local Government about the Review of Statutory Duties. Members were informed that the government were currently reviewing the statutory obligations that were on local authorities, which included the need to have a Local Access Forum and a Rights of Way Improvement Plan.

Members commented that the LAF should provide a formal response highlighting the importance of LAF's in providing a positive influence and adding value to local communities.

Agreed that John Skinner, LAF member would provide a written response to the LAF Secretary who would then use this to formally respond to the Review of Statutory Duties consultation on behalf of the Forum.

70. **SALTRAM COUNTRYSIDE PARK CONSULTATION**

Members were informed that the Saltram Countryside Park Master Plan was currently under consultation. A draft consultation response, created from members comments emailed to the LAF Secretary prior to the meeting, was circulated to all members for approval.

Agreed that the LAF formally respond to the Saltram Countryside Park Master Plan consultation using the approved response.

71. **SUSTAINABLE NEIGHBOURHOOD CONSULTATION**

Members were informed that the Sustainable Neighbourhood Development Plan was currently under consultation. A draft consultation response, created from members comments emailed to the LAF Secretary prior to the meeting, was circulated to all members for approval.

Agreed that the LAF formally respond to the Sustainable Neighbourhood Development Plan consultation using the approved response.

(At the conclusion of this item the following members had left the meeting Mr Attrill, Councillor Browne, Councillor Foster, Mr Goddard, Ms Hitchens, Mr Pawley and Councillor Wheeler and so the meeting was no longer quorate. The following items 71 – 78 were not discussed)

72. **HEALTH AND OUTDOOR ACCESS UPDATE**

This item was not discussed.

73. **LAF CHAIRS MEETING UPDATE**

This item was not discussed.

74. **WORKING GROUPS**

This item was not discussed.

75. **WORK PROGRAMME**

This item was not discussed.

76. **CORRESPONDENCE**

This item was not discussed.

77. **DATE OF NEXT MEETING**

This item was not discussed.

78. **ISSUES ARISING FROM FORUM MEMBERS**

This item was not discussed.

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PLYMOUTH LOCAL ACCESS FORUM

TRACKING RESOLUTIONS

Date / Minute number	Resolution	Explanation / Minute	Action	Progress	Target date
27.09.10 Minute 24	<u>Agreed</u> that the draft Plymouth Local Access Forum Annual Report for 2009/10 be approved subject to the inclusion of public rights of way statistics and adopting an A5 format.	During a discussion on the Annual Report the forum approved it subject to the resolution.	Ross Johnston	Liaison with PADS undertaken in order to determine cost of printing. Annual Report aimed to be published on the LAF webpage. Published on the LAF web pages on 31 May 2011.	January 2011
22.11.10 Minute 35	<u>Agreed</u> that David Readman would send Tamar Valley Discovery Trail brochures to the LAF secretary to disseminate to members at a future meeting of the Forum.	Following David Readman's presentation members requested to see the brochures on Tamar Valley Discovery Trail.	Ross Johnston	Unsuccessfully tried to contact Mr Readman on a number of occasions.	24 January 2011
24.01.11 Minute 52	Agreed that the Public Rights of Way Officer email the results of the geotechnical survey, when they become available, to all members.	In relation to the South West Coast Path and followed correspondence provided by Anthony Payne, Director for Development and Regeneration.	Robin Pearce	Emails were sent to all members on 27 January 2011 and 11 February 2011. The emails provided an update on when the results may become available. Results were sent to all members who requested them in late March. Further update was provided at meeting on 28.03.11.	

24.01.11 Minute 55	The LAF Secretary would look into organising a site visit to Saltram Countryside Park and/or Plymstock Quarry.		Ross Johnston	This has been added onto the work programme and would be further looked into once the membership of the Forum had been confirmed for 2011/12.	September 2011
28.03.11 Minute 62	Agreed that a letter be sent to Mrs Mickley to thank her for the dedicated service she gave to the LAF.		Ross Johnston	A letter was agreed by Ray Fairchild, Chair on 13 April 2011 and sent to Mrs Mickley on the same day.	
28.03.11 Minute 64	Agreed that a working group is initiated entitled 'Access Whitleigh Project – Working Group' and is led by Mrs P Hitchens. The membership of the working group consists of Councillor Browne, Dave Pawley, John Skinner and Councillor Wheeler. The working group would provide their findings to the LAF Secretary and the PROW Officer by 31 May 2011.	Following an update from Rosie Dale on Access Whitleigh members felt it would be beneficial to identify walks in the Whitleigh area that could be used to promote health walks.	Ross Johnston	Spoke with P Hitchens on 13 April to confirm the working group details. Mrs Hitchens had wished to ascertain with Rosie Dale the requirements for the working group with the working group meeting in Whitleigh in Mid May. An update would be provided by the working group at the next meeting on 13 June 2011.	31 May 2011
28.03.11 Minute 65	Agreed that the LAF Secretary would send an approved letter of support to Plymouth Transport and Highways, for inclusion in the bid to the Department for Transport's Local Sustainable Transport	Following an update from Rosie Dale on the LSTF members wished to express their support for the bid.	Ross Johnston	Responded on 29 March 2011.	April 2011

	Fund.				
28.03.11 Minute 66	Agreed that the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Ridgeway School;	Members reviewed the report on Ridgeway and felt that they should respond formally.	Ross Johnston	A letter was agreed by Ray Fairchild, Chair on 13 April 2011 and sent to Ian Gillhespy on the same day.	
28.03.11 Minute 66	Agreed that the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Coombe Dean.	Members reviewed the report on Coombe Dean and felt they should respond.	Ross Johnston	As above.	
28.03.11 Minute 67	Agreed that the proposal to reduce the number of business meetings from six to four annually is approved;	This was discussed and agreed as part of the LAF development item.	Ross Johnston	This was drafted into the council's calendar which was approved by City Council on 11 April 2011. The meeting dates were emailed to members on 13 April 2011.	
28.03.11 Minute 67	Agreed that the creation of position statements are approved;	This was discussed and agreed as part of the LAF development item.	The Forum	Need to set up a working group to ascertain the subjects and content of position statements.	July/August 2011
28.03.11 Minute 68	<u>Agreed</u> that Dave Pawley, LAF member would provide a written response to the LAF Secretary who would then forward the letter to Clive Perkin,	Following the update on the SWCP Dave Pawley updated members on the Royal William Yard developments.	Dave Pawley/ Ross Johnston	Received letter on 29 March 2011 and sent response to Clive Perkin on 11 April 2011.	April 2011

	Assistant Director for Development and Regeneration (Transport), offering the LAF's formal support of the actions being taken by the Friend of Devil's Point in their efforts to secure the link from Royal William Yard up to and through Devil's Point Park.				
28.03.11 Minute 69	<u>Agreed</u> that John Skinner, LAF member would provide a written response to the LAF Secretary who would then use this to formally respond to the Review of Statutory Duties consultation on behalf of the Forum.	The LAF did not wish to make excessive comments about individual duties and agreed that John Skinner would draft a response following his comments.	John Skinner/ Ross Johnston	Received letter on 30 March 2011 and sent the response on 11 April 2011 via email to – burdens@communities.gsi.gov.uk.	25 April 2011
28.03.11 Minute 70	<u>agreed</u> that the LAF formally respond to the Saltram Countryside Park Master Plan consultation.	Members reviewed the consultation documents before the meeting and agreed to respond.	Ross Johnston	Responded on 29 March 2011	29 March 2011
28.03.11 Minute 71	<u>agreed</u> that the LAF formally respond to the Sustainable Neighbourhood Development Plan consultation using the approved response.	Members reviewed the consultation documents before the meeting and agreed to respond.	Ross Johnston	Responded on 29 March 2011	30 March 2011

Plymouth Local Access Forum**Terms of Reference****1. Title and Forum Area**

- 1.1 The Forum shall be known as the Plymouth Local Access Forum.
- 1.2 The area to be covered is the whole of the area within the boundaries of Plymouth City and that area for which Plymouth City Council is the responsible authority.

2. Roles and Responsibilities

- 2.1 The purpose of the Plymouth Local Access Forum shall be to advise the relevant Section 94(4) bodies (see Appendix B) on how to make the outdoors more accessible and enjoyable for open-air recreation, in ways that address social, economic and environmental interests, and with regard to issues of particular local relevance.
- 2.2 The Plymouth Local Access Forum shall:
 - Contribute to the development of any Rights of Way Improvement Plan for Plymouth;
 - Promote a constructive and inclusive approach to the improvement of recreational access to the countryside which can be implemented through Community Strategies, Local Transport Plan, AONB Management Plans and Planning Policy;
 - Advise upon the management and maintenance of access, balancing the provision of access against the needs of conservation of the natural beauty, wildlife and cultural heritage, and the needs of residents, landowners and land managers;
 - Identify and respect local circumstances and different interests while operating within national guidance;
 - Advise on developing additional opportunities for everyone to enjoy the rights of way and access network.
- 2.3 In providing advice the Local Access Forum will have regard to:
 - The needs of land management;
 - The desirability of conserving the natural beauty of the area;
 - The management and maintenance of access whilst balancing this against the needs of biodiversity, wildlife management, the interests of landowners and managers, and countryside management projects in and around Plymouth;
 - Guidance issued by the Secretary of the State;
 - Any Position Statement agreed by the Forum.
- 2.4 The Forum will promote liaison with any Local Access Forums established in Devon, Cornwall, Torbay, South Hams, West Devon and Dartmoor and actively encourage the attendance of such authorities to Forum meetings with observer status.

2.5 The Role of Plymouth City Council

- To advertise and appoint members to the Forum taking into account the need for fairness, transparency and compliance with the Council's policy on equality and diversity;
- To take account of the advice given when making decisions;
- To provide feedback to the Forum on advice the Forum has given;
- To provide a secretary for the Forum, and ongoing Officer support, training and advice;
- To provide a meeting venue and refreshments where necessary;
- To publicise the Forum;
- To reimburse Forum members expenses for travel and child care and subsistence cost directly incurred in respect of members' duties.

3. Membership

3.1 Membership to the Forum will be representative of one or more fields of interest as defined below rather than any particular organisation of which they might also be a member: -

- Local people who enjoy outdoor recreation in the area;
- Owners and occupiers of access land, or land over which the public have access;
- Other interests considered to be relevant to Plymouth which include, but are not limited to tourism, outdoor education, sport and recreational provision, disability awareness, local business interest, the military, health promotion and wildlife and cultural heritage.

3.2 Members shall be appointed to the Forum by Plymouth City Council in accordance with the Member Selection Criteria in Appendix A. The purpose of the Member selection process is designed to ensure a fair distribution of interests and ensure members have the knowledge and experience necessary to enable them to make an informed and constructive contribution to the work of the Forum.

3.4 Members shall be appointed for an initial period of three years after which they will be eligible for appointment for a further period of three years only. In the event that a seat becomes vacant during the initial term of appointment the replacement member shall continue that same term of appointment.

3.5 A member may resign his/her seat by giving notice of resignation in writing to the Secretary of the Forum.

3.6 Plymouth City Council may terminate the appointment of a member of the Forum if:

- He/she becomes an elected member of Plymouth City Council;
- He/she is absent from all meetings of the Forum in a 12-month period without the prior agreement of the Council;
- He/she fails to comply with the requirements set out in clause 3.8 below;
- He/she has failed to comply with clause 3.11 below;
- He/she fails to comply with the members code of Conduct (See Appendix C).

3.7 The Plymouth Local Access Forum has places for 22 members of which three places are reserved for Plymouth City Council Elected Members.

3.8 Before appointment members shall confirm:

- Their ability to devote their own time to attend meetings and training events as required;

- Their commitment to represent the Plymouth Local Access Forum over any other organisations of which they may be a member;
- Their ability and willingness to network with a wide range of interests outside of Forum meetings;
- Their commitment to working within the Terms of Reference.

3.9 The Chair and Vice-Chair shall be appointed by election by the Forum at the first meeting held following the City Council's AGM. The term of office for this appointment shall be until the first meeting of the Forum following the City Council's subsequent AGM. Elected Members of Plymouth City Council will not be eligible for appointment to either position but shall be entitled to vote in elections.

3.10 The method of appointment for the Chair and Vice-Chair of the Local Access Forum shall be as follows:

- Voting shall be by secret ballot;
- Election for the post of Chair shall take place first, with all members of the Forum (including those standing for the position concerned) being entitled to vote. A member may vote for him/herself;
- The secretary will announce the result of the election to the post of Chair;
- In the event of a tie on the first round of voting for the post of Chair, a second round of voting will be held in which the only candidates standing will be those whose scores were tied. Again, all members may vote including those standing;
- Election for the post of Vice-Chair will then take place and preferably candidates eligible to stand for the position shall be those drawn from a different category or type of interest (set out in paragraph 3.1) to that of the newly elected Chair;
- The secretary will announce the result of the election to the post of Vice-Chair;
- In the event of a tie on the first round of voting for the post of Vice-Chair a second round will be held in the same manner as that of the Chair's election.

3.11 Members shall disclose the nature of any direct or indirect interest in any matter brought up for consideration at a meeting of the Forum.

3.12 Members shall identify their own training needs.

4 Administration

4.1 Plymouth City Council shall provide a secretary responsible for the administration of the Forum who shall be neither an elected Member of the City Council nor a member of the Forum.

4.2 The Forum shall normally meet at least quarterly and additional meetings arranged where necessary.

4.3 Meeting agendas shall be agreed between the Chair and the Secretary.

4.4 Meetings shall be advertised in advance and held in public.

4.5 Agendas, papers and minutes of the meeting shall be available to the public.

4.6 The public shall be able to ask questions on the business of the Forum at the discretion of the Chair.

4.7 The Chair may, where appropriate, invite observers to the meeting who shall be able to contribute to the meeting at the discretion of the Chair.

4.8 The declaration of interests shall be an agenda item at the start of each meeting.

4.9 All papers for meetings will be sent to members at least five days in advance and should be supported by a clear recommendation wherever possible.

- 4.10 A consensus should be reached on all matters discussed but where this is not the case opposing views will be recorded.
- 4.11 The quorum for meetings of the Forum shall be 7 members with a minimum of 1 member from each of the interest groups - users, landowners/managers and others.

5 Allowances

- 5.1 Members may claim travelling costs for attending Forum meetings and authorised training events and where appropriate a carers allowance is payable at rates in line with the City Council Members Allowance Scheme.

Appendix A – Membership Selection Criteria

Requirements	Essential	Desirable
Skills	<p>Good communication and interpersonal skills.</p> <p>Ability to work as part of a team.</p> <p>Ability to consider competing interests in a strategic manner to find agreed solutions</p>	<p>Proven ability to network and liaise with wider interests</p>
Knowledge	<p>Knowledge/appreciation of countryside issues with particular reference to Plymouth</p> <p>Knowledge of the conflicting interactions between recreation, land management and conservation.</p>	<p>An understanding of administrative procedures in central or local government</p> <p>An understanding of the Countryside and Rights of Way Act 2000</p>
Experience	<p>Experience of using public rights of way or access land for recreational purposes</p> <p>OR</p> <p>Experience of managing land over which public rights of way or access land subsists</p> <p>OR</p> <p>Experience of tourism, outdoor education, sport and recreational provision, disability awareness, local business interest, the military, health promotion or wildlife and cultural heritage.</p>	<p>Experience of public speaking</p> <p>Experience of attending formal public meetings</p>
Equal Opportunities	<p>A commitment to further equal opportunity issues in the work of the forum</p>	<p>Knowledge of the Disability Discrimination Act 1995</p>
Other Requirements	<p>Willingness to commit to attending Local Access Forum meetings and training events for up to 3 years</p> <p>A commitment to making the countryside more accessible and enjoyable for open-air recreation in ways, which address social, economic and environmental interests.</p>	

Appendix B – Section 94 (4) bodies

- the appointing authority(ies) (which will be a highway authority or National Park authority)
- any county, unitary, district or borough council within the area of the Forum
- the Secretary of State (in effect this means any Government Department with a Secretary of State, e.g. Defra and MOD, as well as 'executive agencies' such as the Planning Inspectorate and the Highways Agency)
- Natural England
- the Forestry Commission
- English Heritage
- Sport England (the English Sports Council)
- Area of Outstanding Natural Beauty (AONB) Conservation Boards
- Parish and town councils

Appendix C – Plymouth Local Access Forum Code of Conduct

PART 1

GENERAL PROVISIONS

1. Scope

(1) A member must observe the Plymouth Local Access Forum's code of conduct whenever he or she -

- (a) conducts the business of the Forum;
- (b) conducts the business of the office to which he or she has been appointed; or
- (c) acts as a representative of the Forum,

and references to a member's official capacity shall be construed accordingly.

(2) This code of conduct shall not, apart from paragraphs 3 and 4(a) below, have effect in relation to the activities of a member undertaken other than in an official capacity.

(3) Where a member acts as a representative of the Forum on another relevant Local Access Forum, he must, when acting for that other Local Access Forum, comply with that other Local Access Forum's code of conduct.

(4) In this code, 'member' refers to appointed members of the Plymouth Local Access Forum.

(5) In this code, 'Forum' refers to the Plymouth Local Access Forum.

2. General Obligations

A member must:

- (a) promote equality by not discriminating unlawfully against any person;
- (b) treat others with respect; and
- (c) not do anything which compromises or which is likely to compromise the impartiality of those who work for, or on behalf of, the Forum.

3. A member must not in his or her official capacity, or any other circumstance, conduct himself or herself in a manner that could reasonably be regarded as bringing their office or the Forum into disrepute.

4. A member:

- (a) must not in his or her official capacity, or any other circumstance, use his or her position as a member improperly to confer on or secure for himself, herself or any other person, an advantage or disadvantage; and
- (b) must, when using or authorising the use by others of the resources of the Forum, act in accordance with the Forum's requirements.

5. A member must, if he or she becomes aware of any conduct by another member who he or she reasonably believes involves a failure to comply with the Forum's code of conduct, make a written allegation to that effect to the Forum Secretary as soon as it is practicable for him or her to do so.

PART 2

INTERESTS

Personal Interests

6. (1) A member must regard himself or herself as having a personal interest in any matter if the matter relates to an interest in respect of which notification must be given or if a decision upon it might reasonably be regarded as affecting to a greater extent than other council tax payers, ratepayers or inhabitants of Plymouth, the well-being or financial position of himself or herself, a relative or a friend or -

- (a) any employment or business carried on by such persons;
- (b) any person who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any corporate body in which such persons have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or

(2) In this paragraph:

- (a) 'relative' means a spouse, partner, parent, parent-in-law, son, daughter, step-son, step-daughter, child of a partner, brother, sister, grandparent, grandchild, uncle, aunt, nephew, niece, or the spouse or partner of any of the preceding persons; and
- (b) 'partner' in sub-paragraph (2)(a) above means a member of a couple who live together.

Disclosure of Personal Interests

7. A member with a personal interest in a matter who attends a meeting of the Forum at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Prejudicial Interests

8. (1) Subject to sub-paragraph (2) below, a member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest.

(2) A member may regard himself or herself as not having a prejudicial interest in a matter if that matter relates to -

- (a) another relevant Local Access Forum of which he or she is a member;
- (b) another Local Access Forum in which he or she holds a position of general control or management;
- (c) a body to which he or she has been appointed or nominated by the Forum as its representative;

Participation in Relation to Disclosed Interests

9. (1) a member with a prejudicial interest in any matter must :

- (a) withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he or she has obtained a dispensation;
- (b) not seek improperly to influence a decision about that matter.

10. For the purposes of this Part, "meeting" means any meeting of the Forum.

PLYMOUTH LOCAL ACCESS FORUM

ANNUAL REPORT

2010 - 2011



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1. Chairman's Foreword

Welcome to the 2010 - 2011 annual report of the Plymouth Local Access Forum. Over the past 12 months we have held 6 meetings in the Plymouth City Council meeting rooms and have discussed and debated numerous topics concerning public rights of way, the Rights of Way Improvement Plan (ROWIP), planning and local transport plans and nature conservation within the boundaries of Plymouth.

We have been involved in consultations on the England Access Forum, Saltram Countryside Park, Review of Statutory Duties on local government.

Our members have attended a Regional LAF Conference at Bovey Tracey in October 2010. At the conference, workshops included Forestry Commission – 'promoting recreational opportunities', Department of Health – 'the health agenda' and Natural England – 'how LAFs can contribute to green infrastructure policy and involving young people in countryside recreation'.

We have been involved in supporting planning applications for the Royal William Yard (RWY) for the boardwalk and access to Devil's Point.

We attended a public inquiry in January 2011, Ham Drive to Carnock Road, to view the process and learn what happens.

I have attended two regional chairman's meetings at Taunton and met Mr C Gammon, Regional Director for Natural England and Mr P Owens, Regional Business Manager for Natural England. The main themes at the meetings was 'the way ahead for LAF;s and Natural England'.

Recently the LAF has formed a working group to review and advise on a project called 'Access Whitleigh'.

I would like to thank the Rights of Way Officer for his continuing support and advice and finally my members who have given up their free time to work on various LAF topics.

Ray Fairchild
May 2011

2. A Local Access Forum

A Local Access Forum is an independent advisory body set up under the Countryside and Rights of Way Act 2000. All highway and national parks authorities are required to have such a forum in place and their role is to provide strategic advice to prescribed bodies on how they can improve access to land for outdoor recreational use.

DEFRA has prescribed the following bodies to whom the forum may give advice to:

The local Authority (Plymouth City Council)
Natural England
The Forestry Commission
English Heritage
Sport England
Area of Outstanding Natural Beauty (AONB) Conservation Boards
District Borough, Parish and Town Councils within its area

These bodies are known as section 94 bodies as they are prescribed by section 94 (4) of the Countryside and Rights of Way Act 2000. The purpose of providing advice to these bodies is to influence their decision making processes.

When a section 94 body receives advice from a Local Access Forum it is obliged, by statute, to consider that advice. This does not necessarily mean that the receiving body must follow the advice given but that they properly consider it. If that advice is not followed it is usual that justification for this be given.

2.1 The Role of Plymouth's Local Access Forum

The Plymouth Local Access Forum was established in 2006. The role of Plymouth's Local Access Forum is to advise the Council on issues that involve people enjoying and using the outdoors. The members of the Forum will be people who can demonstrate knowledge or experience in this area. They might be people who like to walk or cycle around Plymouth or they might own land that people like to walk on. They might even be people whose job it is to help others enjoy themselves outside.

Although there may be different views on some subjects, the Forum will discuss these matters so that they can tell the Council what they think. The Forum's membership is varied so that their views are representative of all those who live in Plymouth. The views of the Forum will be very important to the Council when decisions are made. The below list acts as a guide to the issues the Forum might talk about. However, this is only a guide and the Forum can talk about anything they think is relevant, such as:

- helping the Council with, and giving opinion on Plymouth's rights of way improvement plan
- telling the Council and its partners what they think of recreation and access strategies
- advising the Council how local people might view access issues so they can be included in the national guidelines the Council has to stick to
- commenting on wider plans and strategies for landscape, recreation, transport, health, tourism and information
- telling the Council if the strategies and policies currently in place suit different types of users and whether they reflect the needs of local people and businesses
- telling the Council what they think of the way resources are used in providing ways for people to enjoy the outdoors
- telling the Council how to manage areas people use without harming agriculture and conservation areas or risking public safety
- discussing the way the Council handles public rights of way

In addition the forum may wish to:

- make representations to the Planning Inspectorate on any appeal
- look for ways to encourage landowners to make more areas available for the public to use
- promote the work of the forum and countryside issues to other people
- find new ways of getting money so we can make improvements
- comment on new large-scale developments so that peoples' use and enjoyment can be made better

The Local Access Forum is independent from the Council and it decides what issues they want to discuss and what they would like to advise the Council or other bodies about. The map below shows the area covered by the Plymouth Local Access Forum.



3. Forum Membership

3.1 Members and Representation

The Plymouth Local Access Forum has been constituted so that it is balanced between three main interests, which are:

- Users of access land or public rights of way
- Owners and occupiers of access land or land crossed by rights of way
- Other interests considered relevant to Plymouth

The Membership of the Plymouth Local Access Forum is:

Name	Membership	Group
Ray Fairchild	Chair	Access User
Ian Stewart	Vice-Chair	Access User
Ken Foster	Member	Councillor
Thomas Browne	Member	Councillor
George Wheeler	Member	Councillor
John Emery	Member	Access User
Patricia Hitchins	Member	Access User
Keith Raymond Loze	Member	Access User
Barbara Mickley	Member	Access User
David Pawley	Member	Access User
John Skinner	Member	Access User
Rupert Goddard	Member	Other Interest
Beth Roberts	Member	Land Owner
Stephanie Rodgers	Member	Land Owner
Nick Attrill	Member	Other Interest

3.2 Observers and Advisers to the Forum

All meetings are public and anyone can attend if they wish but the Forum can specifically invite observers and advisers to attend and participate in meetings. The following representatives are those that have attended meetings in 2010/2011:

Robin Pearce	Public Rights of Way Officer, Plymouth City Council
Colin Jones	Natural England
Dan Forster	Senior Transport Planner, Plymouth City Council
Dave Readman	Tamar Valley AONB Partnership

Rosemary Dale

Major Schemes Officer,
Plymouth City Council

3.3 Secretariat

Plymouth City Council as the appointing authority provides the Plymouth Local Access Forum with a secretariat:

Mr Ross Johnston

Secretary to the Plymouth Local Access Forum

Democratic Support Unit

Corporate Support Department

Plymouth City Council

Plymouth PL1 2AA

Tel: 01752 307990

E-mail: laf@plymouth.gov.uk

3.4 Advertising for Members

In March an article appeared in the local media advertising for members to the LAF. This article can be viewed by clicking on the attached link:

[{Insert link}](#)

Membership to the Forum will be representative of one or more fields of interest as defined below rather than any particular organisation of which they might also be a member:

- users of rights of way, or the new access right
- owners and occupiers of access land, or land over which local rights of way subsist
- in addition to this we will encourage fair representation of other interests considered to be relevant to Plymouth, these include tourism, outdoor education, sport and recreational provision, disability awareness, local business interest, the military, health promotion and wildlife and cultural heritage

Within these interests we have aimed to encourage a better representation of younger people, woman, people with disabilities and those on low incomes.

4. What has happened over the past year (2010 – 2011)

4.1. Chairman

Ray Fairchild was Chairman of the Plymouth Local Access Forum and Ian Stewart Vice-Chairman from March 2010 to March 2011.

At the Forum's meeting of 8 February 2010 it was resolved that Ray Fairchild be appointed Chair and Ian Stewart be appointed Vice Chair for the forthcoming year with the new term of office beginning on 29 March 2010.

4.2 Formal Meetings

Over the past year May 2010 – April 2011 there have been six formal meetings at the following dates:

- 14 June 2010
- 9 August 2010
- 27 September 2010
- 22 November 2010
- 24 January 2011
- 28 March 2011

Information about the agenda's and minutes from the Forum's meetings in 2010 – 2011 can be viewed at <http://tinyurl.com/32e8ey4>.

4.3 Presentations and Reports

The Forum has received the following presentations over the past year:

- Local Transport Plan 3
- Radford Woods – ROCKets Grant Award
- Tamar Valley Discovery Trail
- Access Whitleigh Project
- Local Sustainable Transport Fund

The Forum has received the following reports and papers over the past year:

- Promoted walks in Plymouth
- Local Access Forum involvement in coastal access implementation
- Rights of Way Improvement Plan
- South West Coast Path
- Local Access Forum Development Questionnaire
- Notice of Statutory Land Transfer – Ridgeway School
- Notice of Statutory Land Transfer – Coombe Dean School

4.4 Consultation

The Forum responded to the following consultation requests over the past year:

- Local Transport Plan 3
- Rights of Way Improvement Plan
- English Access Forum
- Saltram Countryside Park
- Public Path Diversion Order application on Hooe Lane, Plymstock
- Central Park Draft Masterplan
- Plymouth Local Access Forum Development
- Sustainable Neighbourhoods
- Review of Statutory Duties

4.5 Policy Development

Over the past year the Plymouth Local Access Forum had formally made comments and or submitted correspondence with the aim that it would be considered in the development of the following policies and plans:

- Local Transport Plan 3
- Rights of Way Improvement Plan

4.6 Planning Application responses

The Forum has become increasingly responsive to Planning Applications submitted to Plymouth City Council. Since January 2011 a weekly update has been sent to members informing them of the Planning Applications that have been submitted and the LAF has formally responded to the Planning Department on the following applications:

- Royal William Yard (Urban Splash) – Reference. 10/02104/FUL
- Royal William Yard (Urban Splash) – Reference. 10/02094/FUL

4.7 Working Groups

The Plymouth Local Access Forum has created two working groups:

- Potential Rights of Way Working Group
- Planning Working Group

Over the past year the working groups have discussed the following issues:

- Ramblers' 1988 Maps
- Access Whitleigh Project

4.8 Training and Events

The following training subjects, events and dates were made available for attendance by Plymouth Local Access Forum Members:

Regional LAF Annual Conference

20 October 2010

4.9 Promotion and Media Coverage

A number of articles have appeared in the local media with regards to work undertaken by the LAF. These articles demonstrate the effectiveness of the LAF in monitoring and reviewing public rights of way. The articles refer to the Forum's continued monitoring of the South West Coast Path and can be viewed by clicking on the attached links:

<http://www.thisisplymouth.co.uk/news/Coastal-path-near-Plymouth-won-t-reopened-survey/article-2924441-detail/article.html>

<http://www.thisisplymouth.co.uk/news/coast-path-closed-indefinitely-landslip/article-3139237-detail/article.html>

The LAF agenda has incorporated new aspects including a tracking resolutions document and a work programme. These new items were included following a consultation undertaken by Forum members with the aim of ensuring a more effective and efficient Forum. These new items were seen to offer improvements to the Forum and as such were distributed to regional LAF's for their information.

5. Future Aspirations

Given the fact that it is often difficult to anticipate topics that may arise on the access agenda either locally or nationally and regarding Public Rights of Way it is believed that the following topics offer a quality insight into what the Plymouth Local Access Forum aim to cover over the coming year in 2011 - 12.

National Issues

Coastal Access
English Access Forum

Regional Issues

Access Projects
Sustainable neighbourhoods
Northern Corridor Development
The Rights of Way Improvement Plan
Definitive Map
Local issues around Open Spaces
Ramblers' 1988' maps
South West Coast Path
Access to Nature project

New membership to the Forum was hoped to be achieved for 2011 – 2012 and as such new training initiatives will be offered to all members. Furthermore, it was hoped that the use of the Forum working groups would be utilised to a greater effect enabling the Forum to respond and offer advice to wider reaching issues.

6. Financial Statement

The financial statements relates to the finance period of 1 April 2010 to 1 March 2011.

Members' expenses

Travel Allowance	-	£120.79
Childcare	-	£0.00
Total	-	£120.79

Meetings

Advertising	-	£0.00
Catering	-	£142.50
Total	-	£142.50

Total Expenditure for 2010/11	-	£263.29
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6.1 Members Expenses

Member	Travel (£)	Subsistence (£)	Childcare (£)
Ray Fairchild	£120.79	0	0
Ian Stewart	0	0	0
Ken Foster	0	0	0
Thomas Browne	0	0	0
George Wheeler	0	0	0
John Emery	0	0	0
Patricia Hitchens	0	0	0
Keith Raymond Loze	0	0	0
Barbara Mickley	0	0	0
David Pawley	0	0	0
John Skinner	0	0	0
Rupert Goddard	0	0	0
Beth Roberts	0	0	0
Stephanie Rodgers	0	0	0
Nick Atrill	0	0	0
LAF Secretary	0	0	0

Members' (Who's Who)

<p>Mr Attrill</p> <p>Mr Attrill is a Plymothian who has worked for the Ordnance Survey for 38 years and is currently working in and around Plymouth. This allows him to visit many parts of the city and beyond. He walks a great deal for his work and leisure; latterly he is usually accompanied by his dog. He has worked in the archaeological side of the OS which has stimulated his interest in history and archaeology of which there is much in Plymouth. He reads extensively with interest in history, science fiction, and fantasy and he also enjoys films and music.</p>
<p>Mr Emery</p> <p>John Emery is interested in Planning, transport, heritage and rights of way issues. Member of the Ramblers Association and Open Spaces Society. Writes a monthly article for the local parish magazine on community affairs.</p>
<p>Mr Fairchild</p> <p>Mr Fairchild is a retired technical officer of the M.O.D. His interests include walking, the environment and gardening. As well as being Chair of the PLAF he is also a governor at Eggbuckland Community College.</p>
<p>Mr Goddard</p> <p>Mr Goddard worked for Groundwork South West, a local environmental regeneration charity. He coordinated volunteering projects including Conservation volunteering and Horticultural Healing. Recent projects have included the upgrading of footpaths through Woodland Wood Local Nature Reserve. He has been working for Groundwork for 12 years, before which he worked as a countryside ranger. Throughout his career he has worked within the field of countryside management and predominately with volunteers. Outside of work he enjoys walking local footpaths, including the South West Coast Path. He is a keen explorer of local caves and mines and aswell as sitting on the LAF he is a member of Devon Cave Rescue Organisation.</p>
<p>Mrs Hitchens</p> <p>Mrs Hitchens is a long time resident of the Crownhill/Derriford Area. She has an interest in maintaining and defining open spaces and ancient footpaths in this fast changing area.</p>

Mr Pawley

A Plymothian, as a teenager attended Sutton High and R. Dockyard TC and was a member of Mayflower Sailing Club. Graduated and employed as an RAF Education Officer for 21 years followed by 14 as a senior lecturer in Management Science and Computing at CFE. Has now retired. A long time member of the Ramblers with a keen interest in seeing footpaths properly recorded in the City. An enthusiastic boat owner actively working to provide affordable moorings for locals. A member of the Plymouth LAF since its formation in 2006.

Mrs Roberts

Mrs Roberts is currently a full time Mum of two young children, who has a passion for the Environment and community work. Her previous roles were as a Project Manager for Groundwork Trust and Community Development Worker in the Public Sector. She was responsible for the development of local and National projects that aimed to encourage walking at all levels. I am a trained Walk Leader and have worked as a Volunteer for both the National Trust and Millfields Trust. She is a keen and active person, who enjoys walking and bee keeping on her family's farm in the North of Plymouth.

Mrs Rodgers

Mrs Rodgers works for the National Trust in the Plym Valley as a Community Engagement Officer. A big part of her role requires her to work closely with the local community to enable them to feel a part of their local property, and also to make sure that access is available and appropriate at all times for visitors to National Trust property. Her knowledge of rights of way, land management and environmental issues helps her to support the aims and objectives of the LAF here in Plymouth. As a trained walk leader and trainer she spends a lot of time promoting walking as a worthwhile past time on National Trust land, also walking in her spare time too, mostly on Dartmoor.

Mr Skinner

John Skinner has been a member of the Plymouth Local Access Forum since it was first set up in 2006. He is also a member of the Devon Countryside Access Forum. John is an experienced mountain and moorland walker, rambler and occasional cyclist. He is currently Access Officer for the Devon Area of the Ramblers' Association. For the Ramblers' Association he had extensive involvement with the preparatory work and mapping of access land for the introduction of the Countryside and Rights of Way Act (CRoW) in Devon in 2005. He now monitors closure of land under the CRoW Act and matters affecting public rights of way. Largely through self-education he has a good knowledge of the law relating to public rights of way. He firmly believes that the City of Plymouth should have a comprehensive and complete Definitive map of public rights of way within the City boundaries. In due course he expects to provide input to the emerging proposals for the introduction of a coastal footpath and coastal corridor.

He is Chairman of the Dartmoor Rambling Club and a member of the Ramblers' Association, Dartmoor Preservation Association, the Open Spaces Society, the National Trust and the Youth Hostels Association. He has been retired for several years but spent his career with HM Land Registry.

Mr Stewart

Mr Stewart as a doctor with an interest in sports injuries (which includes exercise) he found himself doing many sports, including long distance walking and hence his involvement with the LAF.

He would like to see as many open spaces as possible within the city and all linked by foot/cycle paths. There are already many footpaths available which need to be mapped and made available and accessible to the public, and some of these specifically for the disabled.

As a LAF we should support and promote all healthy lifestyles and increase the public profile of the LAF.

Cllr Foster

An elected member of Plymouth City Council serving the Southway Ward. At the meeting of the City Council on 21 May 2010 was appointed to sit as a member on the Plymouth Local Access Forum.

Cllr Browne

An elected member of Plymouth City Council serving the Southway Ward. At the meeting of the City Council on 21 May 2010 was appointed to sit as a member on the Plymouth Local Access Forum.

Cllr Wheeler

George Wheeler has been a member of the LAF since it was first set up in 2006. He is an elected member of Plymouth City Council, representing St Budeaux ward. He is an experienced transport administrator, having served spells as chair of the transport committee before the executive/scrutiny system and as cabinet member for transport since. He is an advocate of the use of sustainable transport means, of which walking is an essential element. He is a keen Rambler, though usually outside of the city.

APPENDIX B

Summary of Members' Attendance at Forum Meetings

Name	Membership	Attendance (maximum 6)
Ray Fairchild	Chair	6
Ian Stewart	Vice-Chair	5
Ken Foster	Councillor	5
Thomas Browne	Councillor	6
George Wheeler	Councillor	5
John Emery	Member	6
Patricia Hitchens	Member	5
Keith Raymond Loze*	Member	2
Barbara Mickley *	Member	5
David Pawley	Member	6
John Skinner	Member	4
Rupert Goddard	Member	3
Beth Roberts	Member	3
Stephanie Rodgers	Member	4
N Attrill	Member	6

* Resigned mid-term

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**PLYMOUTH LOCAL ACCESS FORUM**

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28 March 2011

Juli Wileman
Major Scheme Project Manager
Transport and Highways
Plymouth City Council
Plymouth
PL1 2AA

When calling or telephoning please ask for: **Mr Ross Johnston**

My Ref: **LAF/FA**

Your Ref:

This letter constitutes statutory advice from the Plymouth Local Access Forum. Plymouth City Council and the Department for Transport are required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.

Dear Mrs Wileman,

SUPPORT FOR PLYMOUTH CITY COUNCIL'S BID TO THE LOCAL SUSTAINABLE TRANSPORT FUND

Further to the presentation by Officers of Plymouth City Council (PCC) on the 28th March I am writing to offer the support of Plymouth's Local Access Forum (LAF) for the Local Sustainable Transport Fund bid PCC is developing.

It is the understanding of the Forum that the bid will include a package of infrastructure measures aimed at encouraging a greater uptake of sustainable travel and that these improvements will be supported by 'smarter choices' measures within local communities. We commend these proposals.

The Forum believes that the scheme will provide significant improvements for pedestrians and cyclists and, by linking socially deprived areas of the City such as Devonport, Stonehouse, Millbay and the East End to employment areas such as the City Centre and Langage the scheme will reduce inequalities between areas and support the overall growth of Plymouth. Increased accessibility will enable more people to use their local facilities and improved awareness and information of public transport services, through the delivery of personalised travel planning; will be of particular benefit for those who do not have access to a car.

Greater connectivity between communities in the East and West of the City is supported by the LAF. Both areas of the City have excellent green space and through enabling sustainable travel between the two locations we believe the residents of Plymouth will gain valuable commuter and leisure routes. It will also allow the recreational use of the Saltram Country Park and estate by visitors travelling by sustainable transport.

Through the refurbishment of the Laira Rail Bridge we feel the City will gain a valuable, functional, local landmark. The proposal for bringing the Laira Rail Bridge back into use is identified in the Local Development Framework (LDF) Core Strategy and North Plymstock Area Action Plan (AAP) and it is excellent that the City Council are seeking to bring the iconic heritage structure back into use.

The proposed walking and cycling facilities will provide faster, safer and more direct long term links for all abilities to existing infrastructure on the Eastern Corridor and will link to the National Cycle Network route 27 from the City Centre and the west of the city.

We feel the scheme proposals support the local economy and facilitate economic development through enhancing access to employment and other essential services. The scheme helps to tackle the problems of congestion by encouraging modal shift towards walking, cycling and public transport as well as improving the reliability and predictability of journey times for all users. The scheme directly seeks to reduce carbon emissions by encouraging modal shift towards more sustainable low carbon modes.

The provision of active travel infrastructure will increase walking and cycle usage in the city through improved cycle link connectivity, providing safer on and off-line routes and reduced journey times and will also provide long term links to the National Cycle Network (NCN) and facilities provided in neighbouring authorities. On behalf of Plymouth's Local Access Forum I therefore offer my support for the bid and, in doing so consent for the contents of this letter to be quoted wholly, or in part, as part of the bid and for the LAF logo to be included on bid documentation.

Yours sincerely,

Ray Fairchild
Chair, Plymouth Local Access Forum



PLYMOUTH LOCAL ACCESS FORUM

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11 April 2011

Sent via email.

This letter constitutes formal advice from the Plymouth Local Access Forum. Plymouth City Council is required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.

When calling or telephoning please ask for: **Mr Ross Johnston**

To whom it may concern,

The Plymouth Local Access Forum is a statutory forum established under the Countryside and Rights of Way Act 2000. Its specific remit is to advise "on the improvement of public access to land in the area for the purposes of open air recreation and the enjoyment of the area. Members of the Forum are volunteers who represent the interests of landowners and land managers, access users and other interests".

This Access Forum cannot and does not intend to comment in any detail about particular statutes which may be relevant to the Forum's role and remit. To do so would be unduly onerous. The current consultation is of such large scale that it is for Government Departments, Executive Agencies and Local Authorities to identify which of their statutory duties are no longer extant or relevant. Those Departments are best placed to do so.

We will comment only that where legislation, for example, the National Parks and Access to the Countryside Act 1949, the Highways Act 1980, the Wildlife and Countryside Act 1981, the Countryside and Rights of Way Act 2000 and the Commons Act 2006 imposes duties on local authorities those duties are paramount, amongst many other things, to the recording and preservation of rights of way, access to the countryside and countryside conservation. As such those duties must remain with local authorities as hitherto; any dramatic alteration or diminution of these statutory duties would be detrimental to public access and enjoyment of the countryside and elsewhere. Any change to existing legislation would require further primary legislation and we would respond, if the opportunity arises, to any further consultation specific to such change at the appropriate time.

Yours Sincerely,

Ross Johnston
Secretary to Plymouth Local Access Forum



PLYMOUTH LOCAL ACCESS FORUM

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11 April 2011

Clive Perkin
Assistant Director for Transport
Plymouth City Council
Civic Centre
Armada Way
Plymouth
PL5 2UB

This letter constitutes formal advice from the Plymouth Local Access Forum. Plymouth City Council is required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.

When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Clive,

At the Local Access Forum meeting held on 28 March 2011 it was agreed that a letter be sent you by the LAF in relation to the South West Coast Path (SWCP) in the Royal William Yard (RWY).

The decision to grant planning permission for the stairs linking RWY with Devil's Point open space is welcomed by Plymouth LAF. We believe that this link will be instrumental in encouraging a much wider use of the two areas by locals and visitors alike. The SWCP National Trail and the SWCP Association are also keen for this to go ahead and the economic value of this extension to the area should not be understated. Once it is in place then it is the stated intention that the SWCP be routed through RWY and around Devil's Point Park.

When the LAF supported the proposal at the planning stage we stressed, as did others, the importance of securing the long term future of a walking route through the Royal William Yard and via the steps to Devil's Point Park with its superb vistas. In our view this is best achieved by designating the route as a public right of way. This would be a wonderful extension to the internationally recognised and valued SWCP.

We further understand that the Friends of Devil's Point Park also see this as an achievable goal and are in discussions with the Millfield Trust and Plymouth City Council with a view to them negotiating a long term lease of Devil's Point Park and of the right of way through RWY below. If this can be achieved then the area and the right of way will be secured in perpetuity, irrespective of the future ownership of both Royal William Yard and Devil's Point Park area.

Plymouth LAF endorses the Friend's of Devil's Point efforts to achieve the long term future of the whole area including the rights of way and supports their vision to encourage Millfield Trust and Plymouth City Council to jointly lead in the way forward in securing the future of both the park and the route through the Yard.

Yours Sincerely,

Ross Johnston
Secretary to Plymouth Local Access Forum



PLYMOUTH LOCAL ACCESS FORUM

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28 March 2011

Mrs Kathryn Deeney
Nature Conservation Officer
Plymouth City Council
Civic Centre
Armada Way
Plymouth
PL5 2UB

This letter constitutes formal advice from the Plymouth Local Access Forum. Plymouth City Council is required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.

When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mrs Deeney,

Members of the Plymouth Local Access Forum at a meeting held on 28 March 2011 reviewed the Saltram Countryside Park consultation and were invited to respond to the public consultation.

The Local Access Forum agreed to support the Masterplan for Saltram Countryside Park subject to a number of points being given due regard when finalising the Masterplan for the Saltram Countryside Park. The main points are summarised below –

Public Rights of Way

- Public Rights of Way would be integral to the access in and around this Park and all identified footpaths throughout the park should be recorded as Public Rights of Way on the Definitive Map and Statement.

Transport

- Access to the park cannot be fully assessed because the planned developments of Morley Park and Sherford have yet to be agreed.
- The public transport map of the bus routes serving the area no longer exist or have been substantially altered.
- The entrances/exits around Marsh Mills should be improved as the road inside the park seems to be narrow.
- Currently at the bus stop on the north west side of the Park there's no information or signposting saying the opening times of the House or Park.

Other

- The park is a working park where the properties of the land owners and occupiers must be respected by the public.
- Local communities should be invited to get involved at the start of the new Countryside Park.
- The entrance at Stag Lodge should be opened up with a recreational link between Stag Lodge and Sherford delivered
- What provisions have been put in place to prevent damage and littering to private land.
- Has all of the money been ring-fenced to provide the work laid out in the plans?
- There is no mention of public transport to the Park.

Yours Sincerely,

Ray Fairchild
Chair, Plymouth Local Access Forum



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13 April 2011

Ian Gillhespy
Senior Valuation Surveyor
Plymouth City Council
Civic Centre
Armada Way
Plymouth
PL5 2UB

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When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mr Gillhespy,

Plymouth Local Access Forum Members at a meeting held on 28 March 2011 received Notice of Statutory Land Transfer reports for Ridgeway School and Coombe Dean School. It was agreed by the Forum that they formally respond on the notice's for both schools.

The minute of the meeting is as follows –

Members received a report on the Notice of Statutory Land Transfer for Ridgeway School and Coombe Dean School. The PROW Officer informed members that –

- (a) a number of schools had applied for academy status; if granted these schools would no longer be in the control of the local authority;*
- (b) the local authority would need to lease land to the schools who were granted academy status which could impact on public rights of way and other highways issues;*
- (c) the two schools had presently been provided with temporary leases, with formal leases being consulted on and it was important that the land leases correctly incorporate all highway's issues.*

Members commented that –

- (d) before the Coombe Dean lease was finalised existing footpaths should be formally adopted as public rights of way and recorded on the definitive map;*

- (e) *if footpath's were not recorded on the definitive map then they should remain as permissive footpath's or not be included in the lease;*
- (f) *if the footpath's were not recorded and they were to be included in the lease then there should be conditions in the lease that ensure the school do not obstruct the footpath;*
- (g) *local resident's could also apply for the footpath's to be adopted as public rights of way;*
- (h) *the Ridgeway school extinguishment order was a separate issue and should not be considered with the notice of land transfer.*

Agreed that –

- (1) *the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Ridgeway School;*
- (2) *the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Coombe Dean.*

Ridgeway School response

The footpath running through the school is a legal public right of way and as such it is the local authorities obligation to maintain the footpath. It was noted that Ridgeway School had applied for an extinguishment order for this footpath in the past, however, this was considered to be a entirely separate issue by the Forum.

It was therefore agreed by the Forum that at present they had no comments to make regarding the Notice of Statutory Land Transfer at Ridgeway School but should a future extinguishment order be successful then the LAF would respond on both issues at that time.

Coombe Dean School

In respect of the Notice of Statutory Land Transfer at Coombe Dean School it was agreed by the Forum that when approving the lease of land the local authority should apply one of the following three proposals –

1. The footpath (in the diagram contained within the report marked blue as A – B) is understood to be the freehold of Plymouth City Council. It is felt by the Forum that the Council should therefore adopt and dedicate this footpath as a public right of way before the lease is agreed with Coombe Dean School;

2. If the Council are not prepared to dedicate the footpath as a public right of way then it was felt that the footpath should remain as a permissive footpath and be excluded from the lease with Coombe Dean School;
3. If neither of the above options are possible then the Council should include the footpath within the lease with Coombe Dean School but there should be conditions contained within the lease that prevents Coombe Dean School from obstructing the path in any way.

It was stated by the Local Access Forum that their preferred option for the lease with Coombe Dean School was proposal 1 above.

The Local Access Forum would like to request that an update on the lease's for both Ridgeway School and Coombe Dean School be provided at a future meeting. For your information the next meeting of the Forum is Monday 13 June 2011.

Yours Sincerely,

Ross Johnston
Secretary to Plymouth Local Access Forum

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28 March 2011

Mrs Sharon Sheppard
Planning Services
Department of Development and Regeneration
Civic Centre
Plymouth
PL1 2AA

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When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mrs Sheppard,

RE: SUSTAINABLE NEIGHBOURHOOD DEVELOPMENT PLANS

Plymouth Local Access Forum Members at a meeting held on 28 March 2011 considered the Sustainable Neighbourhood development plans and were invited to respond to the public consultation on the documents.

The Local Access Forum made a number of points in response to the Consultation, the main points that the Forum wished to express were regarding Public Rights of Way, Transport and Green Spaces.

Sustainable neighbourhoods consultation

The following comments should be paid due regard within all sustainable neighbourhood development plans –

- The adopted Green Space Strategy 2008-2023 should be implemented to inform and protect all existing green spaces.
- All footpaths should be designated as Public Rights of Way or recorded as public highways on the Highway Register. The 800 known public footpaths within the city boundary that are not recorded on the Definitive Map and Statement should be protected.
- Adopted strategies for the upkeep and protection of the natural environment should be enforced.
- Access to all green space should be improved and made more accessible to the disabled.
- Plymouth City Council as the local authority should ensure the manpower and resources to legally protect unregistered footpaths is available.

Plymstock (Turnchapel, Hooe and Oreston)

- Land to the south of Radford Woods to the Area of Outstanding Natural Beauty to the boundary with the South Hams should be protected from development.
- All the Green Spaces (TO1-TO27) shown on the Turnchapel, Hooe and Oreston Sustainable Neighbourhood Development Plan should be preserved and protected from development in accordance with the Green Space Strategy.
- Designation of Radford Woods as a Local Nature Reserve (LNR) was an aspiration in the 1996 Local Plan yet it remains open to exploitation. The 38 hectare woodland area covering Jennyscombe Wood, Buddle Wood, Barn Wood, Brixtonhall Plantation and Basinghall Platation should be protected.
- The continued closure of the South West Coast Path at Jennycliff is unacceptable. The area between Mount Batten and the city boundary is not only important environmentally but also to the economy of Plymouth.
- Planning permission conditions to extend the cycle path and footpath in to Stokingway Close from the Raleigh Woods development should be enforced.
- The commitment to provide a pedestrian bridge across the entrance to Hooe Lake should be restated.
- Planning permission for development of Royal Marine Base should include improvements to the access road providing unrestricted access to Turnchapel from Barton Road.
- Road access to the Radford Castle should be negotiated with the property owners Wain Homes SW. The South West Coast Path through the building should be designated as a public right of way recorded on the definitive map and statement.
- The Radford Nature Reserve hide building to consult with the Stepping Stones to Nature Project to prevent further procrastination and inaction by Parks Services and Local Education Authority who have prevented the fully equipped building being used by the local community for the last seven years.

Higher Compton

- More grit bins should be provided on steep hills in the area.
- Sound reducing barriers should be installed on the south side of the Parkway between Valley View Road and Reddington Road.

Yours Sincerely,

Ray Fairchild
Chair, Plymouth Local Access Forum