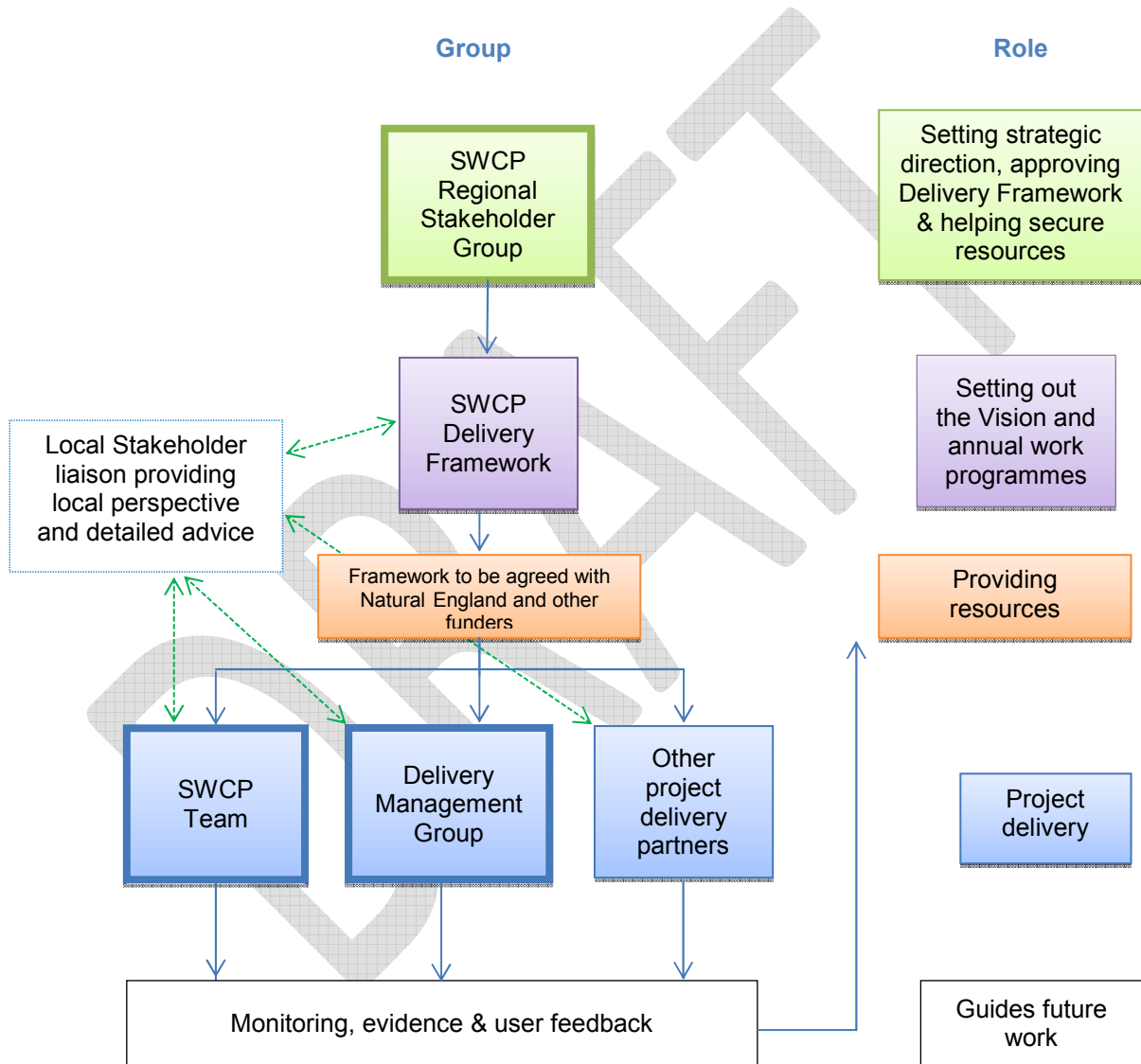


Proposed South West Coast Path management structure and process

As a way of resolving the current issues and create a productive management structure in line with the National Trail review recommendations, it is proposed to formally discontinue the existing management structure (SWCP Forum, Strategic & Practical Managements groups) and replace it with a new structure. The key component parts of this new structure are:

- Regional Stakeholder Group
- Delivery Management Group
- Local Liaison Group
- SWCP Team

The way in which these new groups will interact and link with the Delivery Framework, funding and monitoring, is outline in the diagram below, with further details overleaf .



Role & Remits of Management Groups

SWCP Regional Stakeholder Group:

Purpose:

To provide leadership, influence & direction, within the organisations they represent and the networks to which they belong as a part of the overall SWCP partnership and its objectives for the SWCP. A key element of their work will be to formally approve the SWCP Delivery Framework prior to its submission to Natural England.

Terms of reference:

- Provide strategic direction and overview in pursuit of the SWCP partnership objectives
- Work with the SWCP Delivery Group and SWCP team to produce and implement a SWCP delivery Framework.
- To help secure resources to deliver the Delivery Framework, in particular for projects relating to improving the economic, health and corridor benefits the trail can deliver in a sustainable manner.
- Review progress and set priorities within the Delivery Framework to ensure that the SWCP contributes to regional and sub-regional targets and to the well-being of users and communities.
- To provide assistance to the Delivery group to ensure the trail is maintained to a high standard.
- To help secure additional funding and where appropriate deliver projects that will improve users' enjoyment of the trail.
- An annual business planning will be held each March to review progress of the SWCP Delivery Framework, and work programme for the following year, prior to its submission to Natural England.

Proposed Membership of Regional Stakeholder Group:

Members of the group are organisations that benefit from having a high quality trail and are able to provide support and commitment on behalf of their organisation to develop the trail to achieve its full potential.

Person	Organisation
Mark Owen (National Trail Officer)	SW Coast Path Team
Mark Harold (Regional Director)	National Trust
Peter Chamberlain (Environment Manager)	Devon CC (in role of hosting the Team)
Portfolio holder with officer support	Devon CC (path management)
Portfolio holder with officer support	Cornwall Council
Portfolio holder with officer support	Plymouth City Council
Portfolio holder with officer support	Exmoor National Park
Portfolio holder with officer support	Dorset County Council
Portfolio holder with officer support	Torbay Council
Steve Church (Secretary)	SW Coast Path Association
Graham Bryant (Partnership Manager)	Natural England
Malcolm Bell	Visit Cornwall
	SW Tourism Alliance
	CLA
	NFU
Tina Henry	Devon (also representing other SW Health & Well Being boards)
	LEPs
	Local Nature Partnerships
Hilary Winter	SW Local Access Forums
Tim Braund	SW Protected landscapes

Voting procedure:

Each representative attending the meeting (apart from the SWCP NTO) will have a single vote, with decisions being agreed by a majority, but with a minimum of 8 votes in favour being required to ratify a decision. In the event of a tie, the Chair will have the deciding vote. If there is insufficient attendance or consensus at a meeting to ratify a decision, then the Chair will have the option of either asking for non-attendees to vote by email on the proposal or recommend that a revised proposal is brought back to the group.

Chair: To be confirmed by the Group at their 1st meeting, with the option of either a fixed 3 year term or rotating each meeting between each of the Highway Authorities and the National Trust.

Delivery management group

Purpose: To manage the Coast Path route and infrastructure to a high standard, with delegated (by the Stakeholder Group) executive powers for operational issues.

Terms of reference:

- Lead the delivery of path maintenance and route improvement projects
- Be responsible for the Trail management elements of the Delivery Framework
- Debate and resolve practical management issues
- Maintain communications with all path managers
- Agree the allocation of the annual maintenance funding
- Providing evidence for the path condition performance indicators
- Provide information about path issues, opportunities and priorities for improvement to the SWCP Team, the Stakeholder Group and use in the Delivery Framework.
- To help secure additional funding and where appropriate deliver projects that will improve users' enjoyment of the trail.
- To assist the SWCP Team provide information about the path.
- To meet at a minimum annually, with additional meetings when deemed necessary.

Proposed Membership of Delivery Management Group:

Membership of the group will be from practical path management organisations and key partners, namely:

Person	Organisation
Toby Lowe	Cornwall Council
Peter Chamberlain	Devon CC (in role of hosting the Team)
Steve Gardner	Devon CC (path management)
Carmel Wilkinson	Dorset County Council
Dan Barnett	Exmoor National Park
Alex Reader	National Trust
Graham Bryant	Natural England
Robin Pearce	Plymouth City Council
Steve Church	SW Coast Path Association
James Nicholas	Torbay Council
Mark Owen	SWCP Team

SWCP Team

Purpose: The SWCP Team will continue to coordinate Trail management and promotion, and develop strategic projects or act as the catalyst to do so. One of its strengths is the flexibility to work with a wide range of organisations to help deliver projects, and ability to quickly respond to opportunities that will improve the Coast Path.

Terms of Reference:

- To be a representative agent and lead contact for the SWCP partnership.
- Be responsible for producing & updating an annual SWCP Delivery Framework on behalf of the partnership, including collating evidence for Quality Standards and Performance Indicators.
- To hold the strategic overview of the entire SW Coast Path.
- To provide an independent voice on behalf of the SW Coast Path and to influence appropriate organisations for the benefit of the National Trail.
- To be a centre of expertise on the management issues of the Coast Path and advise those carrying out management.
- To provide path wide information and marketing materials, including web content for the SWCP site and the National Trail site.
- To help secure additional funding and where appropriate deliver projects that will improve users' enjoyment of the trail.
- To provide a single point of contact for users, media, partners and businesses.
- Sharing best practice within the SW and the wider National Trail and access community

Local Stakeholder liaison meetings

Purpose:

Running alongside the other groups will be local stakeholder meetings. These will enable coordination of Coast Path work to be delivered at a local level, and priorities and issues to be fed into the Framework and to the management groups. Held each Spring, these will bring together a range of organisations and individuals with an interest in the Coast Path to discuss current projects, issues and opportunities.

The boundaries of each area will be determined following discussions with partners, but are likely to match administrative boundaries.

Whilst the format of the meetings will evolve and be adapted to meet local needs, indicatively they will consist of:

- SWCP Team to provide overview of national / regional Coast Path news, issues and opportunities
- Local path managers (Highway Authority & National Trust) to briefly outline their priorities & work programmes for the next year, any issues and ideas for improvement projects if additional funding was available.
- If appropriate include partner organisations (e.g. AONB & World Heritage Sites) to outline any projects they are planning that are related to the path.
- Users & other interested parties (e.g. reps from SWCPA, LAF, RA, local SWCP supporting businesses etc.) to identify any improvements they would like to see undertaken, and help they may be able to provide.
- Discussion over best way to collaboratively resolve issues and undertake improvements.

The results of these meetings will then be incorporated into local work programmes and the updated SWCP Framework.

Terms of reference:

- To focus on local specific SWCP issues and opportunities within their area.
- To contribute towards the production and delivery of local work programmes and the SWCP Framework.
- To help identify specific projects and resources to deliver the aims of the SWCP Framework locally.
- Will meet at least annually each Spring

Proposed Invitees to Local Stakeholder Liaison Meetings:

Membership of these groups will be open to any individuals or organisations with an interest in Coast Path management. The meetings will be structured so that attendees are able to attend just the relevant part of the meeting, rather the entire session.

Person	Organisation
National Trail Officer	SW Coast Path Team
Path manager(s)	Highway Authority
Path manager(s)	National Trust
	Protected Landscape / World HS teams
SW Coast Path Association Area Rep	SWCPA
SW Coast Path Association Path Reps	SWCPA
Business Development Manager	SWCPA
Other interested parties	Various

The SWCP Delivery Framework

The SWCP Delivery Framework is the document that translates the nationally set National Trail Quality Standards into local outcomes and describes how these will be delivered by the SWCP Trail Partnership. It will be produced and updated annually each Spring by the SWCP Team, in consultation with delivery partners and local path groups and others, prior to being presented to the SWCP Stakeholder Group. If endorsed by the Stakeholder Group it will accompany the annual maintenance grant application to Natural England and be used to support other funding applications.