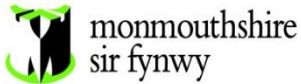


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19<sup>th</sup> September 2016

**Notice of meeting / Hysbysiad o gyfarfod:**

## **Local Access Forum**

**Tuesday, 27th September, 2016 at 1.00 pm,  
The Learning Room, Shire Hall, Monmouth**

### **AGENDA**

<b>Item No</b>	<b>Item</b>	<b>Pages</b>
1.	<b>Apologies for absence</b>	
2.	<b>Declarations of interest</b>	
3.	<b>To confirm and sign the minutes of the Monmouthshire Local Access Forum meeting held 12 April 2016</b>	1 - 4
4.	<b>To consider the attached report on the Review of the Rights of Way Improvement Plan</b>	5 - 22
5.	<b>To consider the Draft Annual Report</b>	23 - 36
6.	<b>To receive update reports:</b> a) Proposed M4 Corridor Scheme b) Performance Measures c) Funding d) Active Travel Act e) Mon Lane Care Scheme f) Natural Resources Wales g) LAF Conference	37 - 40
7.	<b>To receive an update on the arrangements for the new Local Access Forum</b>	41 - 42
8.	<b>To confirm the date and time of the next meeting</b>	

**Paul Matthews**

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**Chief Executive / Prif Weithredwr**

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

P.A.D. Hobson  
A. Webb

## **Public Information**

### **Access to paper copies of agendas and reports**

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### **Welsh Language**

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# Aims and Values of Monmouthshire County Council

## Sustainable and Resilient Communities

### Outcomes we are working towards

#### **Nobody Is Left Behind**

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

#### **People Are Confident, Capable and Involved**

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

#### **Our County Thrives**

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

### Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

### Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

# Nodau a Gwerthoedd Cyngor Sir Fynwy

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

#### Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

#### Ein sir yn ffynnu

- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

### Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

### Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.

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## MONMOUTHSHIRE LOCAL ACCESS FORUM

Minutes of the meeting held on Tuesday 12<sup>th</sup> April 2016 at 1:00pm  
Innovation House Wales 1 Business Park, Magor

### PRESENT:

#### Members:

Mr Richard Davies	Chair	RD
Mrs Jenny Barrell		JB
Mrs Irene Brooke		IB
Mr Allan Thomas		AT
Mrs Anne Underwood		AU

MCC	Mr Matthew Lewis	ML
MCC	Mrs Ruth Rourke	RR
MCC Highways Network	Mr Paul Keeble	PK
Minute Secretary:	Alan Clarke	AC

### 1. Apologies

Apologies were received from John Askew, Pat Belsten, Joanne Bolwell, Stella Collard, Christian Schmidt, Cllr Ann Webb, Cllr Phil Hobson and Gill Bilsborough (NRW)

### 2. Introductions

RD welcomed members to the meeting.

### 3. Declarations of Interest

There were no new declarations of interest.

### 4. Minutes of the Meeting held on 26<sup>th</sup> January 2016

The minutes of the meeting held on 26<sup>th</sup> January 2016 were agreed by those present and signed by the Chairman.

### 5. Matters Arising

**Mons Lane Care Scheme.** PK said further advance training had been given to volunteers who were now working with John Askew and the Highways Operations Unit. Some early clearing had been done on the route chosen in Tintern.

IB said she had recently walked the part of the route which had been cleared and had found that many of the cut branches had been washed down from the banks during recent heavy rain making the path difficult to walk. Members agreed that it would be useful to hold a site visit and proposed this be done in June.

**Welsh Government Green Paper.** **ML** said progress continued to be on hold until after the Welsh Government elections in May 2016.

**LAF Chairmans' Meeting.** **AU** said she had attended the recent LAF Chairmans' meeting where it had been announced that the Welsh Government had received 6000 responses to the Green Paper, 4000 of which had come from the cycling group CTC. A significant number of respondents were in favour of the Scottish system of open access. A summary of responses is expected to be issued shortly.

**AU** said efforts were being made to reach greater standardisation of LAFs in Wales. However several were experiencing difficulties due to shortage of members and some were currently in abeyance.

**Active Travel.** **ML** said that Christian Schmidt had been successful in obtaining a quick wins bid which had enabled a number of access improvements to be made, some of which will improve connectivity.

**AU** suggested opportunities for mixed use, e.g. horseriders, needed to be built into the schemes. Members agreed this would be useful and suitable locations should be mapped out. **RR** said this was already a stated aim in the ROWIP and it would therefore be valuable to progress suitable routes. It was agreed to put this on the agenda of a future meeting.

**Brecon Beacons.** **ML** said a letter had been received from the Brecon Beacons National Park Authority formally giving notice to end the agreement with Monmouthshire on provision of statutory rights of way services with effect from 1<sup>st</sup> April 2017. He said detailed discussions will now be held with the National Park on handover arrangements. Over time a ROWIP will be produced for the whole county but it will take some time to fully assimilate. **RR** said Morag Stinton was already liaising with Brecon pathcare volunteers.

**Re-Appointment of LAF.** **ML** said he had drafted an advert for recruitment of members to the next LAF. The document now needed to be translated into Welsh before being issued next week. The deadline for replies would be 26<sup>th</sup> May and applications would be put to the Council in June.

## **6. Proposed new M4 Scheme**

Members noted the report produced by **ML** and documents associated with the proposed new M4 scheme. **ML** said the proposals now reflected many of the comments made earlier by the LAF. He invited Members to make any further comments which would need to be submitted by 4<sup>th</sup> May 2016.

**PK** left the meeting at 2.30pm.

**ML** pointed out that the right of way which passes through the Mill Reen tunnel would need to be closed for a period of time during the M4 construction period. After discussion Members agreed steps should be taken to maintain access for as long as possible during construction as the route provided an important link to the footpath network to the north of the motorway.



Members discussed the potential for improvements to link footpaths at the motorway service station roundabout.

**ML** said he would collate the LAF’s comments and ensure they were submitted by the deadline of 4<sup>th</sup> May.

**7. Performance Measures**

Members noted the performance measures information produced by **ML**. He said the main conclusion which could be drawn from the figures was that the backlog of outstanding issues was not reducing. What was not clear was whether or not the Authority was effectively dealing with all issues with higher priority such as bridge repairs and replacements. He said reports would be revised in future to show the proportion of higher priorities dealt with. LAF members discussed and agreed this suggestion.

**ML** said the location of people counters on tourism trails was producing useful data. The location of current counters would continue to be reviewed in order to produce the most effective picture. With advancing technologies, other innovative methods of measuring footfall were also being considered.

**8. Future Work Programme**

Members noted the future LAF work programme. Given the limited time available before the formation of the new LAF, it was agreed to prioritise the following items for the September meeting:

- Performance Measures
- Funding
- Highway Records and Claims

**ML** also briefly outlined the potential for working in partnership with a Living Levels Landscape Scheme based on the Gwent Levels and with a fund of £2.5M from the National Lottery. This was still at an early stage and was due to commence in 2017/18.

**10. Dates of Future Meetings**

It was agreed that next meeting will be a site visit to see work being carried out to clear the Mons Lane site at Tintern. It was also proposed to hold a pre-meeting at Tintern Old Station. **ML** to advise.

After discussion, it was agreed to put back the meeting scheduled for 6<sup>th</sup> September to 27<sup>th</sup> September in order to avoid a clash of dates.

The meeting closed at 3.45pm.

Signed as a true record of the proceedings:.....

(Chairman)

Date:.....

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## Monmouthshire Local Access Forum

### AGENDA ITEM: 4

**SUBJECT: REVIEW OF RIGHTS OF WAY IMPROVEMENT PLAN**

**MEETING: MONMOUTHSHIRE LOCAL ACCESS FORUM**

**DATE: 27 SEPTEMBER 2016**

#### 1. PURPOSE:

- 1.1 To consider the revised timetable for the Review of the Rights of Way Improvement Plan.

#### 2. RECOMMENDATION:

- 2.1 To approve the revised timetable for the Review of the Rights of Way Improvement Plan and note the requirements for joint working arrangements with the Brecon Beacons Local Access Forum.

#### 3. BACKGROUND:

- 3.1 This Forum considered the broad approach and timetable for the review of the Rights of Way Improvement Plan (RoWIP) in January 2016. Since then Welsh Government Guidance on the review of RoWIPs has been published (July 2016).
- 3.2 The RoWIP was last approved in 2007 (and can be viewed at <http://www.monmouthshire.gov.uk/app/uploads/2013/09/ROWIP-final-doc.pdf>). We are now required to carry out a new assessment; review the existing plan and decide whether or not to amend it; and if required to publish a new plan within 12 months of that decision (see appended diagram extracted from guidance).
- 3.3 The review requirements and the proposed timetable are set out in the appended paper. The formal review has to take place within 10 years of the plan's original approval (i.e. before Oct 2017) and our proposal is to complete that stage by July 2017 and to publish a final plan by March 2018.
- 3.4 Our view is that the existing RoWIP has been very successful in guiding a "benefits driven" approach to countryside access management and has helped secure external investment over the last decade. So the proposed approach is to review and refine and set the ROWIP into the new wellbeing / natural resource management policy context but aim not lose the essence of the original plan.
- 3.5 The intention is that the new Local Access Forum will be consulted throughout; the RoWIP being its main focus of work over the coming months. The guidance suggests the involvement of the LAF should cover:
  - Assisting with dialogue through contacts with national, regional and local organisations;

- Informing the data gathering exercise including the extent to which local rights of way meet the present and likely future needs of the public;
- Advising on how the network could be improved for the public and where there are particular land management concerns;
- Advising on the related issue of access to open countryside especially where new linear routes may be desirable;
- Providing advice on prioritising implementation;
- Commenting on published draft plans; and
- Assisting in the resolution of conflicts between different representations when plans are issued for consultation.

In addition formal MCC scrutiny and approval is built into the timetable at appropriate stages.

- 3.6 Following the guidance the scope of the new RoWIP will cover all of Monmouthshire including that part within the Brecon Beacons National Park. This will require either a joint sub group with the Brecon Beacons LAF or for both Forums to meet together at the appropriate stages of the review. As Brecon Beacons NPA has not yet indicated whether they intend to prepare their own RoWIP (which they may do provided it reflects the RoWIPs each highway authority is preparing) the precise approach to joint working can be settled in the coming months and considered by the new LAF.

#### 4. AUTHOR:

Matthew Lewis  
LAF Secretary

[matthewlewis@monmouthshire.gov.uk](mailto:matthewlewis@monmouthshire.gov.uk) 01633 644855

**Appendix 1:** Process diagram from Welsh Government Guidance July 2016 (<http://gov.wales/topics/environmentcountryside/consmanagement/rights-of-way-and-wider-access/rights-of-way/?lang=en>)

**Appendix 2:** MCC Public Rights of Way Improvement Plan Timetable Review 2016 (August 2016)

## Appendix 1:

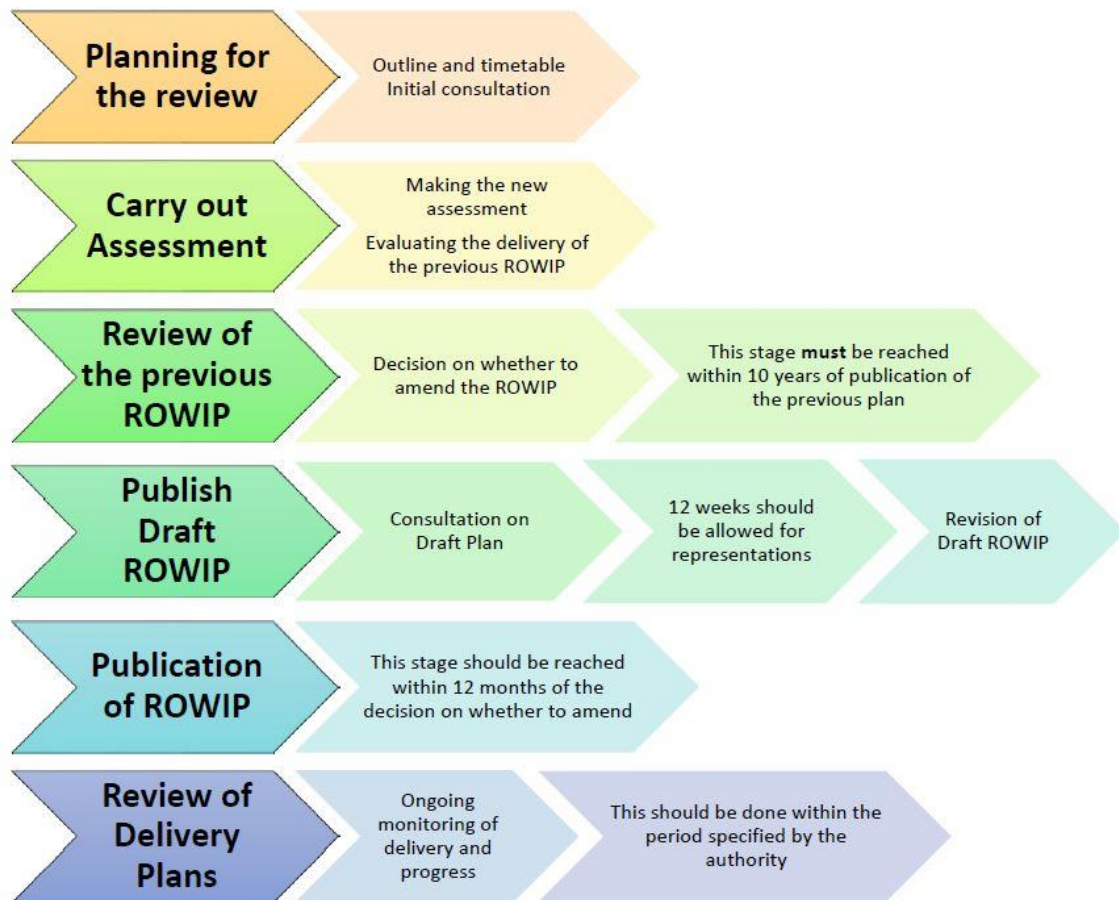


Diagram 1: Summary of the ROWIP process and timetable

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## **PUBLIC RIGHTS OF WAY IMPROVEMENT PLAN (RoWIP) REVIEW 2016**

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**This document outlines the timetable, the assessments to be made, and how the authority will deliver and fund the review of the existing Rights of Way Improvement Plan.**

**Final August 2016 R Rourke**

# The Review of the “Rights of Way Improvement Plan” (RoWIP) for Monmouthshire

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## Background

1. In October 2007 Monmouthshire County Council published its Right of Way Improvement Plan (RoWIP). This plan is the means by which Monmouthshire County Council identifies, prioritises and plans for improvements to the Access available in the County. The plan sets out the priorities and objectives for countryside access since 2007 and has provided the basis for all rights of way work.
2. Legislation now requires that we review the plan and publish another. This report examines what we need to do, how it will be funded and a timetable for the review. Welsh Government Guidance can be found here:  
<http://gov.wales/topics/environmentcountryside/consmanagement/rights-of-way-and-wider-access/rights-of-way/?lang=en>

## Review Requirements

3. Section 60 of the Countryside and Rights of Way Act 2000 requires the Authority to make new assessments as specified in the act, review the existing RoWIP and decide whether to amend it. The assessments are:
  - An assessment of the extent to which local rights of way meet the present and likely future needs of the public,
  - The opportunities provided by local rights of way for exercise and other forms of open air recreation and the enjoyment of the County.
  - The accessibility of rights of way to blind or partially sighted persons and others with mobility problems.

The plan must also contain a statement of the action the authority proposes to take for the management of rights of way, and for securing an improved network of rights of way, with particular regard to the matters dealt with in the assessment.

4. In addition the Welsh Government RoWIP Guidance requires assessments on:
  - The condition of the row network and its record (Definitive Map and Statement) and NRW require information on records of limitation and the processes in place for authorising this.
  - Publicity and management
  - Resources available to meet people’s needs
  - An evaluation of the degree to which the current RoWIP has been delivered
  - Opportunities to contribute to Active Travel objectives
  - Opportunities to contribute to Well-Being objectives
  - Opportunities to contribute to The Equality Act 2010
  - Opportunities to deliver other plans and objectives.



- A review of policy statements
5. “Local Rights of Way” is defined to include all rights of way shown on the Definitive Map, all other footpaths, bridleways and all cycle tracks not at the side of carriageways. We are also able to extend the scope of the plan to include Access Land and other provision which is important in our area.
  6. The new RoWIP is required to have “Delivery Statements”. These will be reviewed every year to show progress of tasks within the RoWIP and also to identify the tasks that will be undertaken every year. This will provide a way to keep the document up-to-date and for progress to be monitored.
  7. Another difference is that we are required this time to include within Monmouthshire’s ROWIP all of the area in Monmouthshire that falls within the Brecon Beacons National Park (BBNP). There will therefore be a need for a sub group, or for both Monmouthshire’s Local Access Forum and the Brecon Beacons Local Access Forum to meet together at the appropriate stages of this review. Alternatively should the BBNP Authority decide to review their own RoWIP at some point than we would work closely together to ensure that both RoWIPs are compatible and based on the same evidence.
  8. There will also need to be revision and discussion about expanding Monmouthshire’s policies such as Least Restrictive Access and methods of working (i.e. Monmouthshire’s Prioritisation system) into the National Park. This can be done as part of the assessment work.

### **Consultation and Public Participation**

9. The final revised improvement plan must enjoy broad support from all interested parties. This requires that all such parties have appropriate opportunities to contribute and guide the review process. A list of consultees will be prepared and publicity will take place to ensure that all those who wish to be involved are consulted at each stage.
10. Statutory Consultees will include all Town and Community Councils, Brecon Beacons National Park, Wye Valley AONB, each local highway authority adjoining Monmouthshire and their Local Access Forums, Monmouthshire’s Local Access Forum, Natural Resources Wales, all statutory groups that receive legal orders and local User Groups.
11. Consultation with wider interests needs to occur at two separate stages of the plan development process.
  - At the outset (stage 2), to inform people of the process and to invite contributions
  - At Stage 5, to consult on the draft improvement plan.
12. Monmouthshire’s website will be used to make all relevant assessments, drafts etc. available to the public. The Authority will also publish in at

least two local newspapers notice of how the draft can be inspected and how representations can be made.

13. A copy of documents will also be available for free inspection at all reasonable times at County Hall. A copy of the draft RoWIP and assessments will be available for download or on payment of a reasonable charge for printed versions. All reports will be available free of charge in other formats (such as audio) on request. All consultation documents will also be in Welsh as per Monmouthshire's Welsh Language Policy.
14. Monmouthshire's Local Access Forum and Cabinet /Scrutiny Committee will receive reports on progress at various stages of the review.
15. This approach meets the legislative and Welsh Assembly Government requirements for participation and consultation.

### **Scope of the Improvement Plan Review**

16. Significant changes have occurred since the publication of the current RoWIP, in terms of the way in which they are managed, funded and in legislation. There is now an even greater need to have clear, evidence-based and prioritised plan to target resources whilst giving the greatest public benefit by delivering across multiple policy areas and integrating with other services and partners.
17. The new Improvement Plan should therefore encompass countryside access in its widest sense. Doing so will produce a holistic plan that is not only able to address the rights of way network, but also access to the natural environment, health benefits, biodiversity & green infrastructure, sustainable transport (link to active travel plan), tourism and contribute to the wellbeing objectives / statement, Child Obesity and Creating an Active and Healthy Monmouthshire Strategies etc.

### **The Improvement plan review process**

18. Although much of the existing RoWIP still works well, there is opportunity within this review to take a "fresh look" at what people want from the path network and plan their management around meeting this demand rather than simply maintaining the status quo.
19. For this reason the recommended approach is for Monmouthshire to conduct two separate (although related) areas of research:
20. A thorough and objective review of the present situation in terms of the extent, nature and quality of the path network and other access opportunity within Monmouthshire and the way that it is managed. This will include an assessment of the condition of the Definitive Map and its associated records (Modifications and Legal Orders), Maintenance and Enforcement issues. A review of the provision of information to the public and the wider societal benefits that the path network (and other

access opportunity) currently provides. It is suggested that most of this work can be carried out in house.

21. A study of the way that the current provision is being used, including the identification of shortfalls and missed opportunities, particularly from the differing perspectives of the various interest groups. The Welsh Government Guidance suggests that this work should extend to establishing unfulfilled demand for countryside access opportunity. Research therefore needs to encompass the “non-users” and “user” communities.
22. Some of this work may be done by workshops and questionnaires, but in order to meet the time frame elements may be contracted out. As much as possible this will be integrated with the wellbeing assessments and the development of the Creating an Active and Healthy Monmouthshire Strategy involving internal and external stakeholders.
23. Having completed these two areas of research, an evaluation needs to be made to establish the extent to which current provision and management meets existing and likely demand. More importantly perhaps, will be to establish what action is required where the existing and likely demand is not being met. This also has to have regard to the current RoWIP and how this has fulfilled these objectives which is another assessment that must be undertaken.
24. In addition as outline in paragraphs 3 and 4 other assessments will also be required. Mostly this is desk top work with the aid of lots of research and some consultation with appropriate organisations. It is important to note that throughout the assessments it will be necessary to engage with and have the assistance of an officer from the BBNP. They hold relevant documents and information about the National Park and also a review of their own RoWIP may more appropriately be undertaken by them rather than MCC Officers. The review may well bring up decisions to be made about how to integrate policies and management of the rights of way network that could need resolving before a draft RoWIP can be compiled.

#### **Resource implications and timetable**

25. The above provides a list of tasks which the Countryside Access team need to complete in order to review the first rights of way improvement plan for Monmouthshire.
26. It is difficult to estimate staff resources. Ideally a full time dedicated officer is required. However given the funding restraints that Monmouthshire currently has it is not possible to employ a specific member of staff. Instead the Principal Rights of Way Officer will undertake the majority of the work with assistance as required by other staff within the Authority and BBNP.

27. It is difficult to estimate the amount of resources required for the research. Most can be done by interrogating records such as the Countryside Access Management System (CAMS) and consultation. The Countryside Access budget will have to be reconfigured so that there is funding for costs such as printing, adverts, meetings etc. This amount is currently unknown but using our knowledge from the production of the current RoWIP it is estimated to be in region of £5,000. Additional funding sources will be sought from grants to contract out elements of the research that otherwise may be difficult to research with existing staff, or where it is thought best to seek a more independent view.
28. Subject to availability of resources it is recommended that the Improvement Plan review process commences as early as possible (September 2016).

### **Conclusion**

29. Government signals the importance of the “rights of way improvement plan” by the fact that its development and review is still a statutory duty. The improvement plan review provides a major opportunity for Monmouthshire to thoroughly overhaul access opportunities and to ensure that it delivers countryside access that truly meets the present and future needs of users, landowners and other interests in a modern way, linking with wider policies and objectives and more partners.

## Provisional Rights of Way Improvement plan Delivery timetable

Task	Target date	Notes
Stage 1 Briefing of Members establishing draft timetable etc.	September 2016	2016 Most intensive year in terms of background work and assessments required.
Stage 2 initial consultation	October – December 2016	Target dates open to review according to committee cycles etc. However consultations have minimum period of 12 weeks and there is a <b>12 month time limit to publish a new RoWIP from the date a decision is made in stage 4 to compile a new RoWIP</b> . Also the decision to review the RoWIP <b>must be</b> made within 10 years of the publication of the current rowip.
Stage 3 Carry out assessments	Ongoing from September 2016	
Stage 4 Decision after Review assessments have been made (LAF /Scrutiny / Cabinet)	July 2017 (Legal deadline for Monmouthshire is October 2017 but it is sooner for BBNP).	
Stage 5 Prepare new Draft ROWIP and example delivery Statement	August/September 2017	
Undertake Consultations on draft RoWIP12 weeks	October /December 2017	
Assessment and revision of draft (LAF / Scrutiny/ Cabinet)	January/February 2018	
Stage 6 Publish final plan and promote	March 2018	
Monitor and prepare annual progress and delivery statements	ongoing	

## Rights of Way Improvement Plan Review delivery tasks and provisional timetable

30. This table endeavours to summarise tasks that will need to be undertaken and their resource implications for the successful review and publication of a revised RoWIP. It also includes a provisional timetable.

31. Inevitably this is informed guesswork. Some areas of work are described in greater detail and are also more prescriptive than other areas; this to some degree reflects the confidence with which we have been able to forecast work requirements.

32. In practice some tasks will become redundant and others will need to be introduced. Many organisations, individuals and groups will be required to participate. Assistance will be particularly sought from volunteers and the Local Access Forums groups to disseminate information, consider representations and to assist at events particularly during the autumn/winter of 2016 when assessments are being carried out.

Task Group	Task	When
<b>Management and organisational</b> <b>Stage 1</b> <b>Outline and timetable</b>	<i>Discuss review of RoWIP with partner HA's.</i> <ul style="list-style-type: none"> <li>○ Identify lead officers etc within other authorities</li> <li>○ Consultation with BBNP regarding how to deliver their part of the RoWIP and identification lead officer.</li> <li>○ Consideration of how and when BBNP LAF needs to be involved in conjunction with MCC LAF.</li> <li>○ <b>Draft timetable and outline of process. Translation required</b></li> <li>○ Go to LAF Agree provisional rights of way improvement plan timetable (and consultation list)</li> <li>○ Brief County Councilors and other officers in MCC.</li> <li>○ Establish web pages (within corporate area); publish outline and timetable for development of ROWIP in Monmouthshire in Welsh and English</li> <li>○ Establish any terms of reference for review and any known changes.</li> </ul>	<b>Sept 2016</b>

<p><b>First Stage Consultation</b></p> <p>MCC Management</p>	<ul style="list-style-type: none"> <li>○ Prepare a list of consultees and check this against the requirements of the legislation and the WG guidance. (seek LAF approval)</li> <li>○ <b>Consult (as per list) each LA adjoining us, each Town/Community council, BBNP, LAF, NRW, Statutory consultees for orders, such other persons which may be considered appropriate including internal stakeholders (social service, tourism, health board, Leisure, Highways etc.).</b></li> <li>○ <b>Ensure this report and any other information in the consultation letter is published on the web site after translation.</b></li> <li>○ Go to Scrutiny committee</li> <li>○ Publish review procedures and website in local newspapers and social media.</li> <li>○ Set up procedure for acknowledging and recording responses.</li> <li>○ At the end of the consultation period, collate and assess responses and prepare a report for discussion by both Local Access Forums.</li> <li>○ Take on board the comments made as appropriate, including highlighting any issues which may subsequently need special attention and modifying if necessary the plan making process or timetable.</li> <li>○ Publish a summary of the responses on the Monmouthshire web site. (Advertise on social media also). Update the timetable and rights of way improvement plan process as necessary.</li> </ul>	<p>September</p> <p><b>October 2016 to December 2016</b></p> <p>Autumn 2016</p>
<p><b>Stage 3 The assessments</b></p> <p>ALL to be involved</p>	<ul style="list-style-type: none"> <li>○ Develop a reference list and collate appropriate documents to review opportunities to deliver other plans and objectives.</li> <li>○ Consider opportunities to contribute to Well-being objectives and Obesity Plans</li> <li>○ Consider, by consultations with relevant</li> </ul>	<p><b>Ongoing from September 2016</b></p>

<p>Volunteers and Laf's required to attend meetings/questionnaires etc.</p>	<p>groups/individuals/organisations , the accessibility of row to blind or partially sighted persons and others with mobility problems. This also gives the opportunity to review the GP referral scheme and health walks to consider how to expand and better manage this provision in the future. This could all be done in conjunction with the Well-Being and Future Generations development group.</p> <ul style="list-style-type: none"> <li>○ Prepare a "total access map" or consider use of additional information on our online mapping to show public the extent of access provision.</li> <li>○ Consider the current RoWIP and what has been achieved and not achieved in a report.</li> <li>○ Consider how prow could provide opportunities for Active Travel and how these routes link into the current PROW network. Also consult highways about other cycling issues.</li> <li>○ Assess records and current progress in delivering a new Definitive Map and Statement. This will also consider, Legal orders, modification orders, "Lost Ways and 2020 deadline, anomalies and other types of record keeping such as CAMS. BBNP records also need to be interrogated.</li> <li>○ Interrogate CAMS/ info held by BBNP to assess condition of the rights of way network. Identify and carry out additional surveys on ground as required. Also consider resources and enforcement issues.</li> <li>○ Assess situation regarding policies for prow management and all types of Legal Orders including information on records of limitations.</li> <li>○ Assess progress on current RoWIP and start identifying any changes</li> <li>○ Assess Promotion and publicity</li> <li>○ Assess resources and management of service to deliver all of the above</li> <li>○ Establish method (questionnaires/survey/meetings) and carry out research into</li> </ul>	
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<p><b>Stage 4 Review of Previous RoWIP</b></p> <p><b>Stage 5 Publish draft ROWIP and Second Consultation stage</b></p> <p>BBNP, MCC, LAF's</p>	<p>existing use (spatial and temporal) and issues for each of the key user types. This should also have particular regard for likely future needs of the public. Individual questionnaires to be published for community and town councils, businesses, general public, cyclists, walkers and horse riders. Surveys to be advertised in all types of media. Seek sponsored local prize for completing questionnaires to add to opportunities to advertise rowip review.</p> <ul style="list-style-type: none"> <li>○ Analyse responses and information from assessments. Publish on internet and prepare a report on the overall results from these assessments.</li> <li>○ <b>Formal decision to be made and published on whether to amend the RoWIP</b></li> <li>○ <b>Prepare draft rights of way improvement plan and get it translated into Welsh</b></li> <li>○ Check the draft against the specific requirement of the legislation (sections 60, and 61 CRoW Act) and the WG guidance and remedy any omissions.</li> <li>○ Discuss with LAF and Cabinet for endorsement Make necessary adjustments</li> <li>○ Prepare a covering letter to go out with copies of the draft Improvement Plan and setting out consultation arrangements. Ensure a minimum of 12 weeks is allowed for responses.</li> <li>○ Prepare covering letters to go with consultation document following same procedures as those used for first stage consultations.</li> <li>○ Prepare formal notice for publication in at least 2 local newspapers stating how a copy of the plan can be inspected and how representations can be made.</li> <li>○ Arrange for copies of the draft plan to be made available for inspection at the locations.</li> </ul>	<p><b>End July 2017</b></p> <p><b>August/Sep t 2017</b></p>
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<p><b>Analysis and assessment of the second consultation responses</b></p>	<p>Ensure they will be available for whole of the consultation period</p> <ul style="list-style-type: none"> <li>○ Decide on the need for other consultation materials or measures (simple summary and “tick-box” voting form, public meeting, travelling exhibition, etc) and prepare or arrange these as necessary.</li> <li>○ Ensure copy of the consultation document is posted on the web site</li> <li>○ Arrange meetings with consultees as required</li> <li>○ Keep list of consultees updated as necessary</li> <li>○ <b><i>Distribute second stage consultation with the draft Improvement Plan when all arrangements are in place. Send out copies of the draft plan with letters inviting representations to be made. Publish notices in local newspapers, social media etc. Ensure copies of the plan are available for inspection at the locations specified in the notice.</i></b></li> </ul> <ul style="list-style-type: none"> <li>□ <b>Acknowledge receipt of responses, chase for replies, record responses for analysis.</b></li> <li>□ Identify any responses that are outside scope of the improvement Plan or can be dealt with by simple changes. Notify respondent and make changes as necessary.</li> <li>□ Consider where necessary the need to obtain clarification of the respondent’s views or the scope there may be for overcoming points of objection. In appropriate cases set up a meeting. Ensure that a note is made of any such meetings.</li> <li>□ <b><i>Prepare a report on 2<sup>nd</sup> stage responses for discussion internally and with LAF.</i></b></li> <li>□ <b>Publish the response report on the web site</b></li> <li>□ <b>Management/Cabinet Member/LAF to make final decisions on potential amendments.</b> A procedure for considering substantive objections should be agreed before the draft Improvement Plan is published.</li> </ul>	<p>October-December 2017</p> <p>Ongoing to some extent from stage above, but to be completed by end February 2018</p>
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<p><b>Stage 6 Publish the final Improvement Plan</b></p>	<ul style="list-style-type: none"> <li>❑ Consider whether any of the changes that are to be made to the draft improvement plan are such that, had they been included in the original draft plan they would have given rise to significant objections. If necessary take advice on whether it may be necessary to re-advertise a second draft plan.</li> <li>❑ <b>Prepare a final text by amending the draft plan and delivery statements in accordance with agreed changes.</b></li> <li>❑ <b><i>Publish the final plan</i></b></li> <li>❑ Write to all those who have contributed to the plan or made representations thanking them and enclosing a copy of the final plan.</li> <li>❑ Consider the need to publish a notice in local newspapers or other means of publicising the completion of the RoWIP.</li> <li>❑ Ensure copies of the plan are available for inspection on the Council's website, at the One Stop Shops, County Hall, libraries and that copies are available to anyone who requests one.</li> </ul>	<p><b>March 2018</b></p>
<p><b>Stage 7 Monitor /update annual delivery statements</b></p>	<p><b>Monitor RoWIP and update Delivery Plans annually. Review again in 10 years.</b></p>	<p><b>Ongoing from publication</b></p>

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## Monmouthshire Local Access Forum

### **AGENDA ITEM: 5**

**SUBJECT: ANNUAL REPORT**

**MEETING: MONMOUTHSHIRE LOCAL ACCESS FORUM**

**DATE: 27 SEPTEMBER 2016**

#### **1. PURPOSE:**

- 1.1 To consider the draft Local Access Forum's annual report for 2016.

#### **2. RECOMMENDATION:**

- 2.1 To approve the draft Local Access Forum's annual report for 2016 for final consideration by the new LAF.

#### **3. BACKGROUND:**

- 3.1 A draft of the Annual Report prepared by the Chairman and Secretary, using the same format as last year's report, is appended for member's consideration.
- 3.2 The appointing authority is required to prepare an annual report of the Local Access Forum containing details of the work done by the LAF in the preceding year and a work plan for the coming year.
- 3.3 The LAF's last report covered the meetings from December 2014 to November 2015. Given the end date of the current term of the LAF, 11 November 2016, it seemed most appropriate that this annual report be prepared now to cover the last period of the current LAF.
- 3.4 As the new LAF will not set its work programme until the first / second formal meeting have taken place it is proposed to add the forward plan as an appendix when agreed by the new LAF. Formal sign off the report will therefore take place by the new LAF.

#### **4. AUTHOR:**

Matthew Lewis  
LAF Secretary

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**Appendix 1:** Monmouthshire Local Access Forum Annual Report November 2016 (Draft)

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*Insert Photo*

Monmouthshire  
Local Access Forum  
Annual Report



monmouthshire  
sir fynwy

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# Version Control

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<b>Title</b>	Monmouthshire Local Access Forum Annual Report
<b>Purpose</b>	Annual Report
<b>Owner</b>	Local Access Forum
<b>Approved by</b>	Approved by the Local Access Forum xx 2016
<b>Date</b>	September 2016
<b>Version Number</b>	0.2
<b>Status</b>	Completed Draft

Published in accordance with Regulation 16 of the Countryside Access (Local Access Forums) (Wales) Regulations 2001 by the Appointing Authority, Monmouthshire County Council, on behalf of the Monmouthshire Local Access Forum.

## Chairman's Foreword

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This Report covers the third and final year of the current Forum to 11<sup>th</sup> November 2016.

I am the elected Chair and my Deputy is Anne Underwood. Our Secretary is Matthew Lewis, Green Infrastructure and Countryside Manager and meetings are attended by Ruth Rourke, Countryside Officer and Alan Clarke the Minute Secretary.

Details of our workload for the year are set out in the Review below. We have spent considerable time this year debating and commenting on a variety of issues including the M4 diversion proposals, access for responsible 4WD users and the Rights of Way Improvement Plan review. Anne and I have also worked closely with the National Representative for Welsh LAFs attending the National Chairs meeting and the National LAF Conference at Llanellwedd.

I will be standing down as a member of the Forum at the end of the term. I have served as Deputy Chair and then Chair for 10 years. It has been a rewarding experience and despite budgetary constraints I have seen progress in public access in Monmouthshire and throughout Wales. During the whole of this period I am particularly grateful to Matthew, Ruth and Alan for the very high level of professional support and enthusiasm they have provided.

I also very much appreciate the contribution made by all the members who have a wide range of knowledge and experience with thanks to those besides myself who are standing down at the end of the term. I am sure that those remaining and the new members will have a rewarding new LAF.

Richard Davies

## Secretary's Report

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This report marks the completion of the third year of the current LAF that runs until 11 November 2016. Despite our best efforts the forum's membership has continued under the statutory minimum. Given the limited period of office left the LAF resolved to concentrate efforts on recruiting a new LAF and I am pleased to that following a recruitment campaign say that the number of applicants has exceeded the statutory minimum.

The more formal approach to the LAF agenda's, reports and meetings has continued this year and has been successful in focussing the LAF activities.

During the past year the forum met on 26 January 2016 in Monmouth; 12 April 2016 in Magor; and 27 September 2016 in Monmouth. The first meetings of the new LAF are planned to take place in November /December 2016.

The LAF members continue to contribute to the resolution and development of countryside access issues and policy in Monmouthshire.

We are very grateful for their voluntary input and for the experience and advice they provide and I would like to particularly pay tribute to the retiring members of the current LAF for their long commitment to the work of the forum.

Matthew Lewis, Secretary

# The Year reviewed

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These are some of the issues where the LAF have advised and been consulted:-

## 1. M4 Corridor around Newport

Although only a small part of the proposed new route of the M4 is in Monmouthshire, it is very close to Magor and will potentially affect a number of rights of way. Member's views had previously informed the Council's response on rights of way matters and the forum made formal representations to Welsh Government. We are fortunate to have members who live locally whose local knowledge helped this process.

Subsequently in this period the forum has considered progress on the scheme and broadly welcomed the improvements to the treatment of rights of way which had resulted from the forum and the Council's detailed input. Further comments were made to Welsh Government in respect of changes to the scheme and in response to additional details, including in relation to the construction phase should the road proceed. The forum will wish to continue to monitor and comment as the public inquiry progresses and more detail, including of alternative proposals, becomes available. The Secretary will ensure the new LAF is suitably briefed and the forum will continue to work closely with the neighbouring Newport LAF as necessary.

## 2. RoWIP Review

The forum has considered the RoWIP Review on two occasions, the first in January to consider the potential approach to meeting the then draft guidance and secondly in September to consider the proposed detailed timescale and scope of the RoWIP review, including the relationship with the Brecon Beacons LAF.

Having a well prepared RoWIP has considerably helped obtain funding for a variety of projects since 2007 and the forum is of the view that a timely review of the RoWIP should be completed and that the review should involve as many interests as possible. The potential to hold drop-in consultation meetings again and to consider taking stands at local shows as well as advertising in local publications has been identified, as well as consultation with user groups and the production of an information pack which could be easily distributed.

The RoWIP review is likely to be the main focus of the new LAF's work over the coming months. The guidance suggests the involvement of the LAF should cover:

- Assisting with dialogue through contacts with national, regional and local organisations;
- Informing the data gathering exercise including the extent to which local rights of way meet the present and likely future needs of the public;
- Advising on how the network could be improved for the public and where there are particular land management concerns;
- Advising on the related issue of access to open countryside especially where new linear routes may be desirable;
- Providing advice on prioritising implementation;
- Commenting on published draft plans; and

- Assisting in the resolution of conflicts between different representations when plans are issued for consultation.

The LAF Secretary will ensure the new LAF is appropriately briefed and involved, and will no doubt be assisted by those returning members from this LAF.

### 3. Prioritisation

The LAF has continued to receive information on numbers of outstanding issues and their prioritisation and agreed to look in more detail at the proportion of higher priorities dealt with or outstanding.

### 4. Projects and funding

We have received updates on the various funding streams and improvement projects being undertaken, including those being supported by the Wales Coastal Access Improvement Programme, the Rights of Way Improvement Plan Grant, National Trails Grant for Offa's Dyke Path, Active Travel Quick Wins Fund and the Council's own capital programme. We have also discussed the potential opportunities for additional funding as part of the Living Levels Landscape Partnership Scheme and the potential for Welsh Government grant for access improvements within the Wye Valley Area of Outstanding Natural Beauty (AONB).

We have continued to closely review progress on projects including the "Mon Lane Care" volunteering scheme and the implementation of the Active Travel Act.

## Work Carried Out in 2016

No	Item	On Draft Plan or Additional	When Done
	<b>Membership</b>		
1.	Considered the recruitment of the new LAF	Additional	26 Jan 2016;
	Annual Report	Yes	26 Jan 2016; 27 Sept 2016
	<b>Rights of Way Improvement Plan</b>		
2	Considered the Review of the Rights of Way Improvement Plan, the proposed approach and the timescale	Yes	26 Jan 2016; 27 Sept 2016
	Considered the operation of the Prioritisation System and Performance Information	Yes	12 April 2016;
	Delegation agreement with Brecon Beacons National Park Authority	Additional	12 April 2016; 27 Sept 2016
	<b>Consultations</b>		
3.	None		
	<b>Special Projects</b>		
4.	Considered progress on "Mons Lane Care" initiative	Yes	26 Jan 2016;
	Active Travel	Yes	26 Jan 2016;
	Considered the new M4 proposals and their potential impact on public rights of way	Yes	12 April 2016; 27 Sept 2016
	Funding update	Yes	27 Sept 2016;
	Update from Natural Resources Wales	Yes	27 Sept 2016

## Future Work Programme

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The forum's future work programme will be set by the new LAF once appointed.

*To be inserted*

## Role of the Forum

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The Countryside and Rights of Way Act 2000 requires local authorities and National Parks, to establish Local Access Forums (LAFs). These forums advise Natural Resources Wales (NRW), local authorities and National Park authorities on ways in which local access can be improved.

The statutory purpose of LAFs is to advise on the improvement of public access to land for the purposes of open-air recreation and enjoyment of the area in which they are established. LAF's must have regard to the needs of land management, natural beauty, flora, fauna, and geological and physiographical features.

The following bodies must have regard to any relevant advice given by the LAF: National Park authority, the highway authority, Natural Resources Wales, Welsh Government and, for matters relating to defence or security, the Secretary of State.

The forums must have a balance between:

- Users of access land and local rights of way; and
- Landowners and occupiers of access land and land with rights of way.

People with other interests especially relevant to the area will also be represented.

The Regulations specify there should be between 12 and 22 members, including the Chair and the Deputy. In addition the Chair may invite other individuals and organisations to observe and give advice.

Members are appointed by the Appointing Authority the local Highway Authority or National Park Authority. Monmouthshire County Council is the appointing authority for the Monmouthshire LAF which covers the administrative County of Monmouthshire outside the boundary of the Brecon Beacons National Park. It includes the Wye Valley Area of Outstanding Beauty within the county.

Within the area there are Registered Commons and 1657 Kilometres of registered Public Rights of Way. There is in addition a substantial length of County Unclassified Roads, the responsibility of the Highway Section, many of which are un-surfaced.

Monmouthshire County Council and the Brecon Beacons National Park Authority have a Delegated Responsibility Agreement covering most aspects of the management of Public Rights of Way within the National Park.

# Contacts

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Monmouthshire LAF Secretary

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LAF agendas, reports and minutes can be found on the Council's meetings calendar under the appropriate dates <http://www.monmouthshire.gov.uk/home/local-democracy-and-councillors/council-meetings>

# Appendix 1: Forum Membership

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NAME	INTERESTS
John ASKEW	4x4 driving. Sustainable outdoor recreation. Promoting on and off road driving ethics and education. Proactive and volunteer repairs / maintenance to vehicular ROW. Map reading and advising other users and groups. Keeping green lanes open and usable. Survey works and ensuring information is readily available and updated.
Jenny BARRELL	As a keen walker, cyclist and horse rider, I firmly believe that there is no greater challenge than to ensure that future generations are able to enjoy our natural environment.
Pat BELSTEN	I am interested in the “wellbeing” of the countryside including the health benefits to all; also as a commoner am interested in commons.
Joanne BOLWELL	I have established a group of walkers and choose a monthly route to follow. I initiated a scheme at my son’s school to encourage pupils to walk in the countryside and eventually complete the Big Black Mountain Challenge.
Irene BROOKE	Farmer with local business and tourism interests. Enthusiastic walker in Monmouthshire and other areas of UK. Dog walker, horse rider and photographer. Flora and fauna of Angiddy Valley. Member of CLA, NFU and Monmouthshire Meadows Group.
Paul CAWLEY	Conservation/development of GWT’s Magor Marsh:- involved in the water vole project, a “wildlife warrior” youth group leader and countryside lecturer. Councillor for Magor with Undy Community Council serving on their parks and open spaces working group. Member of Gwent Levels Flood Defence Alliance campaigning to alleviate flood risk to the Gwent Levels. Conservation, wildfowling, game shooting.
Stella COLLARD	Volunteer and guide with Usk Civic Society, Usk Castle Friends and Usk Rural Life Museum. Co-editor Usk Town Trail. Smallholder with footpaths and local wildlife site who enjoys walking. Member Monmouthshire Meadows Group and Gwent Wildlife Trust.
Richard DAVIES (Chairman)	Many of my interests involve the use of rights of way and access land. This includes walking, cycling and running. I work with a group raising funds and awareness for Water Aid. Also improving my Welsh, my knowledge of mining history and following Welsh rugby.
Allen THOMAS (resigned 13 April 2016)	Country and hillwalking. Beekeeping. Cricket and rugby (as spectator). Sailing.
Anne UNDERWOOD (Deputy Chairman)	A horse rider for most of my life, a volunteer with the British Horse Society to promote and improve access provision for equestrians. A keen walker and explorer of the countryside. Local history, health promotion, yoga.
Ann WEBB	Councillor for Tintern. Appointed as the County Council’s representative.



## Appendix 2: Future Work Programme

<b>Item</b>	<b>Background</b>	<b>Reporting Arrangements</b>
<b>Standard Items:</b>		
<i>Performance Measures</i>		<i>Regular report to LAF</i>
<i>Funding</i>		<i>Regular report to LAF</i>
<i>Consultations</i>		<i>Report to LAF</i>
<b>Working Groups:</b>		
<i>To be decided by the new LAF</i>		
<b>Work Programme Items</b>		
<i>Training</i>		
<i>Green Paper – Legislation Programme</i>		
<i>Production of Annual Report</i>		
<i>Highway Records and Claims</i>		
<i>Prioritisation System</i>		
<i>Volunteering</i>		
<i>Natural Resources Wales</i>		
<i>Active Travel</i>		
<i>New M4</i>		
<i>Walking Product &amp; Websites</i>		
<i>Rights of Way Improvement Plan</i>		

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## Monmouthshire Local Access Forum

### AGENDA ITEM: 6

**SUBJECT: UPDATE REPORT**

**MEETING: MONMOUTHSHIRE LOCAL ACCESS FORUM**

**DATE: 27 SEPTEMBER 2016**

#### **1. PURPOSE:**

1.1 To provide an update to the Local Access Forum on key issues.

#### **2. RECOMMENDATION:**

2.1 For the Forum's consideration and information.

#### **3. BACKGROUND:**

3.1 An update is provided on the following:

##### a) Proposed M4 Corridor Scheme

Following the detailed representations made on the scheme in relation to public rights of way a response has now been received from Welsh Government on the remaining matters. In addition we have now completed a detailed assessment of the draft order plans and some additional points requiring clarification or more information have been identified.

Many of these are matters of detail which will only be resolved at a further design stage should the scheme proceed. Where appropriate we will seek an entry in the register of environmental commitments to ensure these are considered in consultation as the scheme progresses.

Finally Welsh Government have published some further proposed changes to the scheme (and related changes to the Draft Orders and Environment Statement) which require a response by 18 October 2016. This information is available on deposit at either County Hall Usk, or Innovation House, Magor.

The additional information, which is extensive, is still being digested but we will hope to provide an update of key issues at the meeting.

##### b) Performance Measures

As agreed at our last meeting an analysis has been completed of the higher priority issues, currently available for Q1 2016/17. This information is appended.

### c) Funding

The current funding position relating to countryside access is as follows:

MCC Capital Programme: Principally directed to 9m+ bridge replacement, installation of 7 kit bridges; survey of structures and additional bridges on order. £39,568 slippage + £38,091 = £77,659.

*External grants approved and works underway.*

Coastal Access Improvement - Maintenance: Cutting contract completed and surfacing projects underway including Black Rock which is completed. Monitoring report secured to March 2017 and counter repairs completed. £8,975 against eligible costs of £11,966

Coastal Access Improvement - Projects: Sudbrook Fort improvement project (to find an acceptable design for the path crossing the Scheduled Ancient Monument) due to be commenced soon. Maximum of £5,000.

RoWIP Grant: Making good progress on projects include re-signposting / new furniture Three Castles Walk; drainage and surfacing at Catbrook; resurfacing path in Raglan; boardwalk at Ty Draw; extending Wye Valley Walk paving at Old Station Tintern; surfacing at St Brides Magor and Rogiet. An assessment to contribute to the RoWIP of disabled access / low use groups is about to commence. £41,304.

National Trails Grant: On target for full spend. Brief out on Caggle Street bridge survey; two cutting programmes complete. Improvements at Kings Wood & Llanvihangel Ystern Llewern Church. £10,525 against eligible costs of £12,700.

*Bid made but results not known:*

Access Improvements in the Wye Valley AONB: 16/17 Bid developed and submitted with the Wye Valley AONB concentrated on the Wye Valley Walk and replacement of fingerposts. Indications are this may become an annual programme and will need the development of a partnership based programme for future year's bids. Potentially 40 - 60K (Competitive bid).

*Under development:*

Living Levels Landscape Partnership Scheme; the development phase is proceeding and includes the identification of access and interpretation projects for the stage 2 bid to Heritage Lottery Fund. Peter Coles and Associates are developing the Destination Management element which includes access proposals.

### d) Active Travel

The finalised existing route maps are available on the Council's website: <http://www.monmouthshire.gov.uk/home/streets-parking-and-transport/transport-and-travel/active-travel-act>.

Consultations are now planned on the improvement mapping. An initial consultation is underway over the proposal for the Abergavenny / Llanfoist footbridge, see <http://www.monmouthshire.gov.uk/abergavenny-llanfoist-bridge-proposal>. Comments are required by 30 September 2016.

e) Mon Lane Care Scheme

An update on current progress will be provided by Paul Keeble, Highways Network Manager at the meeting

f) Natural Resources Wales

Juliet Michael, Partnerships Officer - Access, Recreation & Funding, Natural Resources Wales will provide an update on current issue at the meeting

g) LAF Conference - 19th October 2016 RWAS Showground, Builth Wells.

This year there will be an opportunity for up to four attendees from each LAF to attend: The Chair, Deputy Chair and Secretary together with one other Forum member are invited to attend. NRW suggest that where LAFs may have or be about to be disbanded, or not established at the time of the conference, LAFs secretaries are also invited and up to three representatives who are likely to form part of the new LAF. Views on appropriate representation are invited.

**4. AUTHOR:**

Matthew Lewis  
LAF Secretary

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**Appendix 1: Performance Management Information Update**

## Appendix 1: Performance Management Information Update

Indicator	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17 Q1	Context/ Comment
<b>Resolved ROW enforcement issues in year</b>	<b>142</b>	<b>115</b>	<b>117</b>	<b>18</b>	
<b>Unresolved ROW enforcement issues</b>	971	1173	1185	1209	
<b>Percentage of ROW enforcements issues resolved (cumulative)</b>	54.65	50.98	53.01	52.85	
<b>Resolved ROW maintenance issues in year</b>	590	321	306	26	
<b>Unresolved ROW maintenance issues</b>	2393	2607	2878	2965	
<b>Percentage of ROW maintenance issues resolved (cumulative)</b>	66.02	65.58	64.70	64.13	
<b>High priority (1) resolved ROW enforcement issues in year</b>	-	-	30	4	Note 1: New measure: prioritisation score 100 or more – NB percentage is <b>not</b> comparable to old indicator
<b>High priority unresolved ROW enforcement issues</b>	-	-	140	152	As above
<b>Percentage of high priority ROW enforcements issues resolved (cumulative)</b>	-	-	47.17	45.91	As above
<b>High priority resolved and part resolved ROW maintenance issues in year</b>	-	-	108	9	As above
<b>High priority unresolved ROW maintenance issues</b>	-	-	267	290	As above
<b>Percentage of high priority ROW maintenance issues resolved (cumulative)</b>	-	-	69.38	67.32	As above

## Monmouthshire Local Access Forum

### AGENDA ITEM: 7

**SUBJECT: UPDATE ON RECRUITMENT OF NEW FORUM**

**MEETING: MONMOUTHSHIRE LOCAL ACCESS FORUM**

**DATE: 27 SEPTEMBER 2016**

#### 1. PURPOSE:

- 1.1 To provide the Local Access Forum with an update on the recruitment of the new forum.

#### 2. RECOMMENDATION:

- 2.1 For information

#### 3. BACKGROUND:

- 3.1 Following completion of a recruitment process 13 applications for LAF membership have been received; 4 members of the existing LAF and 9 new applicants. If approved, together with the appointing authority's representative, this would provide a forum of 14 members, above the statutory minimum of 12.
- 3.2 The appointing authority is considering these applications at its meeting on 22 September 2016 and therefore the Secretary will provide a verbal update at the meeting.
- 3.3 The relevant County Council agenda can be viewed here:  
<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?MIId=819&x=1>
- 3.4 In accordance with normal practice and guidance the new LAF will be given an early opportunity to consider its composition and whether it wishes to ask the appointing authority to seek additional members with particular skills, experience or interests felt not to be sufficiently represented.

#### 4. AUTHOR:

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