

# 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

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

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