

NORTH YORKSHIRE
LOCAL ACCESS FORUM

16 November 2006

Review of the Local Access Forum – an Update

1.0 PURPOSE OF REPORT

- 1.1 To provide an opportunity for members to further review the effectiveness of the Local Access Forum and suggest improvements.

2.0 BACKGROUND

- 2.1 At the meeting of the Local Access Forum on 23 February 2005, members considered a range of improvements to the work of the Forum to make it more effective. A copy of the report is attached as an Appendix. Members agreed to monitor the situation in future and to consider an update report at the November meeting

3.0 IMPROVEMENTS

- 3.1 The main improvements introduced over the past year are listed below:

Training

- A training day for new LAF members was held on 27 April.
- All new members were provided with an induction pack.
- Similar arrangements will be made in future years.

Consideration of specific issues

- A Forward Plan is included on every agenda to help identify issues for future discussion.
- Requests have been received this year for reports on rights of way information, performance management, budget, CAMS, Catterick Garrison and users with special needs.
- Site visits were made at the May and August meetings to look at specific issues on the ground.

Briefing meetings

- Agenda briefings are held for the Chairman and Vice-Chairman in the week prior to each meeting.
- Additional mid-cycle briefings are offered and held as and when needed.
- Draft agendas are sent to all LAF members prior to each meeting.

Area Committees

- Copies of LAF minutes are circulated with the agenda for all NYCC Area Committee meetings.

Neighbouring LAFs

- Copies of LAF agendas, minutes and the annual report are sent to the Yorkshire Dales and North York Moors LAFs.
- The same documents are available on the NYCC website.
- The Rights of Way Improvement Plan has been prepared in close partnership with both National Park LAFs.
- All neighbouring LAFs have been consulted on the emerging Rights of Way Improvement Plan and have been invited to relevant seminars.
- Copies of neighbouring LAF agendas and minutes are copied to all LAF members as and when received.
- A representative of the East Riding LAF will be in attendance at the November meeting.

LAF identity

- All LAF correspondence uses LAF headed notepaper.
- An Annual Report is prepared and circulated to promote the work of the LAF.
- The work of the LAF has been featured in NYCC publicity eg 'The Reporter' and will be covered in future Countryside Service newsletters and the new monthly 'NY Times'.
- The business of the August LAF meeting was recorded by Radio Ryedale.

Public Rights of Way Liaison Group

- The operation of the Public Rights of Way Liaison Group has been reviewed – county liaison meetings have been reduced and local liaison meetings have been increased
- Copies of LAF minutes are now included on the agenda of all County Liaison Group meetings as a means of providing feedback and linkage and to help minimise overlap.

LAF agendas

- The agenda is driven by the Forward Plan.
- Business is spread across agendas to avoid overload at any one meeting.
- Agendas aim to include a mix of reactive issues eg consultation documents and reports for information and pro-active issues identified by members.

Budget

- Expenditure on behalf of the LAF is in the region of £3,000 - 4,000 per year.
- Opportunities have been identified to reduce costs in future eg on advertising for LAF recruitment and Annual Report production.

4.0 CONCLUSION

- 4.1 Efforts have been made over the past year to improve the work of the Local Access Forum. Members are asked to consider if they feel any further changes need to be made.

5.0 RECOMMENDATION

Members comments are requested.

Contact Officer:

John Edwards

Head of Countryside Services

01609 532452