

# **NORFOLK LOCAL ACCESS FORUM**

## **NAIP Subgroup Outcomes**

**Date:** 22<sup>nd</sup> June 2018 **Time:** 1030 - 1230

**Venue:** County Hall Floor 6, Room 1

<b>Sub group members</b>	
Martin Sullivan (MS) - CHAIR	Norfolk Local Access Forum
Ken Hawkins (KH)	Norfolk Local Access Forum
Pat Holtom (PH)	Norfolk Local Access Forum
Paul Rudkin (PR)	Norfolk Local Access Forum
Seamus Elliott (SE)	Norfolk Local Access Forum
David Hissey (DH)	Norfolk Local Access Forum
Keith Bacon (KB)	Broads Local Access Forum
<b>Invited</b>	
Su Waldron (SW)	Project Officer, NCC
Sarah Abercrombie	Green Infrastructure Manager, NCC
<b>Apologies</b>	
Geoff Doggett (GD)	
Andy Hutcheson (AH)	Countryside Manager, NCC
Russell Wilson (RW)	Senior Trails Officer, NCC

Item	What	Who
1. (30 mins)	<p><b>Summary report (on the consultation)</b></p> <p><b>Responses from the Citizen Space consultation</b></p> <p>The meeting looked at:</p> <ul style="list-style-type: none"> <li>(i) the draft report on the consultation exercise</li> <li>(ii) the Citizen Space Report (quantitative data) and</li> <li>(iii) the spreadsheet with many tabs, collating the subjective, qualitative information from the Citizen Space consultation.</li> </ul> <p>Outcomes:</p> <p>1.1 The meeting agreed that the report on the consultation would be for NCC and the public and would demonstrate due process. The report should be short.</p> <p>1.2 Members of the NAIP subgroup kindly agreed to assist with looking through information received during the consultation to establish which comments would need addressing/integrated within the plan.</p> <p>Subgroup members agreed to help with topics/user groups as follows:</p> <p>David Hissey: Cyclists; active travel; young people</p> <p>Ken Hawkins: Walking; infrequent users</p>	

	<p>Pat Holtom: Business; Landowners; Environment; Access to water</p> <p>Paul Rudkin: Landowners; planners, historic environment; Access to water</p> <p>Seamus Elliott: Health and wellbeing, community; coastal</p> <p>Martin Sullivan: Equestrian; MPV; all abilities access</p> <p>All to look through their relevant tabs (as above) and evaluate each comment, assessing it as follows:</p> <p>(i) incorporate;</p> <p>(ii) reject;</p> <p>(iii) refer elsewhere;</p> <p>and a column for notes</p> <p>All agreed that in addition to the above that they would trawl the tabs of more generic information for further points of relevance to their allocated user group.</p> <p>SW to prepare a 'bespoke' spreadsheet for each person (and also including an extra column) to make it easy to make the comments (and to collate them afterwards).</p> <p>SW to send through paper copy of the NAIP document and spreadsheets to DH; KB and SE.</p> <p>SE said he would make his assessment on paper rather than using the spreadsheets.</p> <p>SW to send the Statement of Action spreadsheet through to each NAIP subgroup member as a direct attachment (reducing the filesize).</p> <p>PH/PR said they would like to work at County Hall on 29<sup>th</sup> June at 0930 to work together on the analysis of their topics/user groups and consult with relevant NCC officers as available. SW to arrange desking/computer etc.</p> <p>All other NAIP members said they would like access to a named NCC officer to consult for advice as they worked through the comments. SW to investigate and arrange.</p> <p>All to send through to SW their reviewed spreadsheets for collation.</p>	
2. (30 mins)	<p><b>Statement of Actions</b></p> <p>The meeting looked at comments from the Stakeholder</p>	

	<p>Engagement event which had been collated on the Statement of Actions spreadsheet and recommendations received from NCC officers/Public Health (appended).</p> <p>Outcomes</p> <p>2.1 NAIP subgroup members kindly agreed to look through all the tabs on the Statement of Actions spreadsheet (which incorporates comments captured during the Stakeholder Engagement event), checking the comments submitted during the event for further points relevant to their agreed topics/user groups.</p> <p>SW to supply the spreadsheet to each member of the group with further columns added to enable notes to be recorded.</p> <p>KH said it would be important to have a mechanism to flag up all comments dealt with to ensure that none had not been attended to).</p> <p>2.2 The meeting agreed to reconvene shortly to review progress and to tackle the Statement of Actions – <b>9am on 18<sup>th</sup> July</b> at the BTO offices just prior to the NLAf meeting was agreed.</p>	
3. (20 mins)	<p><b>Targets for the Community-led access network Statement of Actions Theme</b></p> <p>Both KH and PR had kindly prepared some thoughts about the targets for the meeting and will <b>send through to SW</b>.</p> <p>The meeting agreed to return to the Statement of Actions at the next meeting.</p>	
4. (20 mins)	<p><b>Timeline</b></p> <p>The meeting agreed that it would not be possible to complete the analysis of the responses received within the planned timescale (which would have required the document to have been finished by 28<sup>th</sup> June to meet the deadline for paperwork for the 18<sup>th</sup> July NLAf meeting).</p> <p>Instead, the meeting agreed that the NAIP would be completed in time for sign off at the 24<sup>th</sup> October 2018 NLAf meeting (with EDT committee sign off on 9<sup>th</sup> November).</p>	

## Recommendations – NAIP Statement of Actions (NCC Senior Officers and Public Health)

- 1) ANGst map to be redone with clearer indication of Trails and circuits superimposed
- 2) Simplify objectives on the SOA spreadsheet – too much detail
- 3) Plan needs a glossary – TAMP, CRM etc
- 4) Reconsider where education fits – could be moved to interpreting section
- 5) NAIP subgroup to focus on community access network
- 6) Senior officers to help with baseline figures.
- 7) Outputs to be renamed Outcomes throughout
- 8) Public Health: suggest using data and evidence from Active Norfolk (Norfolk Insight) to develop actions for geographical areas that could be tackled through the use of Trails/PROW

### Help for NAIP subgroup (all tbc)

Who	Topics/user group	NCC help (all tbc)
MS	Equestrian; MPV; all abilities access	Russell
PR	Landowners; planners; historic environment; Access to water	David White/ Martin Horlock
PH	Business; Landowners; Environment; Access to water	Sarah A
SE	Health and wellbeing; Community; Coastal	Sarah A
KH	Walking; infrequent users	Russell
DH	Cyclists; Active Travel; Young people	Mike A