

## NORFOLK LOCAL ACCESS FORUM

### NAIP Subgroup Agenda

**Date:** 22<sup>nd</sup> November 2018 **Time:** 1130 - 1330

**Venue:** Colman Room, County Hall, NCC NR1 2SG

| <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               |
| Geoff Doggett (GD)           | Norfolk Local Access Forum               |
| Keith Bacon (KB)             | Broads Local Access Forum                |
| <b>Invited</b>               |  |
| Russell Wilson (RW)          | Senior Trails Officer, NCC               |
| Andy Hutcheson (AH)          | Countryside Manager, NCC                 |
| Su Waldron (SW)              | Project Officer, NCC                     |
| Sarah Abercrombie            | Green Infrastructure Manager, NCC        |
| Matt Worden (MW)             | Support Manager Highway Operations (NCC) |
| David Jacklin                | Highway Engineer South (NCC)             |

Apologies: Pat Holtom; Paul Rudkin; Seamus Elliott; Geoff Doggett; Matt Worden; Andy Hutcheson; Russell Wilson

| Item      | What   | Who          |
|-----------|--|--------------|
| <b>1.</b> | Notes from <a href="#">last Meeting</a><br><br>Notes were agreed   | <b>MS</b>    |
| <b>2.</b> | <a href="#">Review</a> of progress with documents (text and Statement of Actions). Help sought from officers and NAIP s/group<br><br>SW updated the meeting with work to integrate comments received during consultation.<br><br>Group agreed to help with ensuring priorities identified for user groups were all captured within the SOA. SW to email group with specific user group categories to look at for group to identify relevant SOA numbers where that action should be reflected. – TABLE ATTACHED. | <b>SW/SA</b> |
| <b>3.</b> | Community-led access network <a href="#">Statement of Actions Theme</a>  | <b>ALL</b>   |

|           |   |                       |
|-----------|---|-----------------------|
|           | <p>Group agreed generic / collective terms should be used for community groups in SOA</p> <p>KH said it was important that the need to co-ordinate volunteers was adequately reflected in actions.</p> <p>KH suggested that some actions (throughout all the actions in the SOA) should be monitored on a more frequent basis that annually</p> <p>The meeting agreed that the subgroup would email any additions re Community-led SOA to SW</p>  |                       |
| <b>4.</b> | <p>List of partners for final comments</p> <p>Document would be sent to Broads Authority only for any final comments</p>  | <b>ALL</b>            |
| <b>4.</b> | <p><a href="#">Timetable</a></p> <p>Text amends completed by 10<sup>th</sup> December.<br/> SOA amends completed by 10<sup>th</sup> December<br/> Designed document completed by 20<sup>th</sup> December<br/> NAIP subgroup proof read document by 7<sup>th</sup> January<br/> NAIP subgroup sign off document on 7<sup>th</sup> January<br/> Report for NLAF for NAIP completed by 14<sup>th</sup> January<br/> NLAF meeting signing off NAIP 30<sup>th</sup> January<br/> EDT committee meeting endorsing NAIP 8<sup>th</sup> March 2019<br/> Final amends and accessible versions produced by mid-March<br/> Plan put to use by NLAF on 3<sup>rd</sup> April NLAF meeting</p> | <b>SW/SA/<br/>ALL</b> |
| <b>5.</b> | <p>Annual Action Plan 2018/2019 and review mechanism</p> <p>Meeting agreed that the plan would be reviewed prior to NLAF meetings by the NAIP subgroup – which would become a monitoring group (with new members following the NLAF recruitment).</p> <p>A report would go to the NLAF for each meeting.</p>  | <b>ALL</b>            |
| <b>5.</b> | <p>AOB and date of next meeting (if required)</p> <p>DH said that weblinks should be fixed if broken during</p>   | <b>ALL</b>            |

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|  | <p>plan's life</p> <p>Title of plan should remain 2018 – 2028 (despite going into use in 2019)</p> <p>DONM – 1300 on 7<sup>th</sup> January 2019 IF REQUIRED</p> |  |
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