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NOTICE OF MEETING

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LOCAL ACCESS FORUM

will meet on

WEDNESDAY, 14TH JUNE, 2017

At 6.30 pm

in the

ASCOT AND BRAY - TOWN HALL, MAIDENHEAD

TO: MEMBERS OF THE LOCAL ACCESS FORUM

COUNCILLORS MAUREEN HUNT AND ASGHAR MAJEED

Karen Shepherd - Democratic Services Manager - Issued: 6 June 2017

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Tanya Leftwich** 01628 796345

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AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>WELCOME, APOLOGIES AND INTRODUCTIONS</u> Welcome, apologies and introductions - Peter Thorn (a) Declarations of interest - All (b) Approval of Minutes – 8 th November 2016 – Andrew Fletcher (c) Matters arising from last meeting – Andrew Fletcher	5 - 24
2.	<u>MEMBERS' UPDATE</u> By All.	
3.	<u>VOLUNTEERING IN RBWM</u> By Buffy Harris-Jones.	
4.	<u>PLANNING AND CONSULTATIONS</u> By Jenifer Jackson.	
5.	<u>ACCESS AND BREXIT</u> By Andrew Fletcher.	
6.	<u>LAF WORK PROGRAMME</u> (a) Multi-user routes (b) Fostering closer engagement with Parish Councils (c) Opportunities and issues with large development sites (d) Millennium Walk (e) Improvement to Ashley Hill, Hurley By Andrew Fletcher.	25 - 28
7.	<u>LAF ANNUAL REPORT</u> (a) Approval of LAF annual report 2016/2017 (b) LAF Proforma report to Natural England 2017 (c) Work programme 2017/2018 (d) Site visits for 2017/2018 By Andrew Fletcher.	29 - 36
8.	<u>LAF MONITORING ITEMS</u> By Andrew Fletcher.	37 - 38
9.	<u>FEEDBACK FROM MEETINGS AND CONFERENCES</u> (a) LAF Chairs meetings - Andrew Fletcher.	

10. DATE OF NEXT MEETING

- Wednesday 1 November 2017

MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in discussion or vote at a meeting.** The term 'discussion' means a discussion by the members of meeting. In order to avoid any accusations of taking part in the discussion or vote, Members should move to the public area or leave the room once they have made any representations. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: 'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: 'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

LOCAL ACCESS FORUM MEETING MINUTES

8 November 2016

ATTENDANCE LIST

Name	Interest area
Peter Thorn	Chair of LAF, Land Management
James Copas	Land management, Copas Farms
John Foulger	Walking
Christine Gadd	Cycling and walking
Steve Gillions	Walking, East Berks Ramblers
Lisa Hughes	Disabled users
Councillor Maureen Hunt	RBWM Councillor
Alan Keene	Bisham Parish Council, Land Management
Gordon Marrs	Walking, East Berkshire Ramblers
Geoff Priest	Walking, Hurley Parish Council

William Emmett	
Tanya Leftwich	Clerk to the Forum
Andrew Fletcher	Local Access Forum Secretary
Gordon Oliver	Principal Transport Policy Officer

OBSERVERS

Annie Keene	
Colin Patient	Mid & West Berks LAF
Nick Philp	David Philp and PTNS

APOLOGIES

Councillor Malcolm Beer
Sara Church
Margaret Cubley
Rachael Forsyth
Councillor Asghar Majeed
Katie Sarsfield

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
LOCAL ACCESS FORUM
8 November 2016
MINUTES

1 Welcome, apologies and introductions

The Chairman, **Peter Thorn**, welcomed everyone to the **thirty-fifth** meeting of the Local Access Forum.

Apologies for Absence were received from Councillor Malcolm Beer, Councillor Asghar Majeed, Sara Church, Rachel Forsyth, Margaret Cubley and Katie Sarsfield.

Councillor Maureen Hunt declared an interest in relation to Item 7 of the agenda (Berkshire College of Agriculture planning application: Development of a care village) as the Chairman of the Neighbourhood Plan Group and a member of the Maidenhead Development Control Panel.

A personal declaration of interest was received from **Peter Thorn** in relation to Item 7 of the agenda (Berkshire College of Agriculture planning application: Development of a care village) as he was a trustee on the statutory body.

The Forum approved the minutes of the meeting held on 29 June 2016.

The Chairman informed everyone present that the meeting was being recorded and would be uploaded onto the RBWM website.

Matters arising from last meeting

Andrew Fletcher referred members to pages 3-5 of the agenda and explained that nine actions had been completed, four were in progress and one was incomplete.

- ❖ **Action (AF): Item 4.2 – To circulate outline information of local wildlife sites to each Parish Council.**
- ❖ **Action (AF): Item 6.3 To develop a site visit schedule for Feb-June 2017.**
- ❖ **Action (AF): Item 7.1 – To approach schools around Sunningdale and Sunninghill for potential volunteer groups.**

2 Members' update

Margaret Bowderly

The Chairman, **Peter Thorn**, informed the Forum that **Margaret Bowderly, a leading light in the Ramblers Association**, had recently very sadly died. It was noted that Margaret had been very instrumental in ensuring the Local Authority met its statutory requirements with regard to footpath construction. It was felt that Margaret had been very committed and outstanding in the work that she had done.

Councillor Malcolm Beer had sent an email which **Andrew Fletcher** read out:

"We will all be deprived of her vast historical knowledge and continued oversight of local access matters. I would like to propose that "The LAF recommends to the Royal Borough that **Margaret Bowderly's** decades of dedication and enthusiasm to promote and improve access to the countryside is permanently appreciated by associating her name with a local path or linked route with which she may have been particularly involved in its creation or protection, or perhaps some future significant future project".

- ❖ **Action (PT): To write to Mrs Bowderly's family on behalf of the Forum to**

express the Forums' sympathy for their loss and appreciation for her work.

- ❖ **Action (PT/AF):** The Forum recommended to the Council that Margaret Bowdery's decades of dedication and enthusiasm to promote and improve access to the countryside was permanently appreciated by associating her name with a local path or linked route with which she may have been particularly involved in its creation or protection, or perhaps some future significant future project.

Rights of Way Team

Andrew Fletcher informed the Forum that there had been a number of changes to the Public Rights of Way Team and that over the last few weeks two teams had been merged into one. It was noted that the title of the team was now the Parks and Countryside team which was lead by Anthony Hurst. It was noted that the merging of the two teams now allowed for cover and the cross fertilisation of ideas. **Andrew Fletcher** explained that they were now able to work closer with Braywick Nature Centre and as a result could use the volunteers for more days.

General Forum membership

Andrew Fletcher informed the Forum that Lisa Hughes had joined since the last meeting.

It was noted that the following members had resigned from the Forum:

- Roy Fabry
- Rachel Forsyth

William Emmett requested that someone from the Windsor Park be invited to attend the next meeting. It was suggested that the new Deputy Ranger be contacted and invited to attend.

- ❖ **Action (AF):** To invite the Crown Estate to talk to the Forum about current and future developments and changes within Windsor Great Park.

3 **Volunteering in RBWM**

The Forum was advised that this item was being deferred to a future agenda (date to be advised) as Buffy Harris-Jones was unable to attend the meeting tonight.

4 **Cross compliance reporting**

The Chairman, **Peter Thorn**, informed the Forum that he would take this item next as **William Emmett** may need to leave before the end of the meeting.

The Forum was referred to pages 163-166 of the agenda which informed the Forum on the current procedures for reporting obstructions caused by ploughing and cropping to the Rural Payments Agency. **William Emmett** stated that cross compliance reporting was something that the Forum had debated in the past but that he had wanted to raise it again today to get the Forums thoughts.

William Emmett explained that the farming community worked well with **Andrew Fletcher** to alter byways to restricted byways to tackle unsavoury activities such as fly tipping that were stopping people from enjoying the area. However, **William Emmett**, went onto explain that he was concerned there had been six issues of enforcement action made against farmers in the South of the Borough. It was noted that enforcement action had taken place where a footpath had not been cleared or marked 100% in line with the code /

regulations (Common Agricultural Policy). **William Emmett** explained that there had been two ongoing inspections in the South of the Borough and that consequences were enormous and could be financially damaging to local farmers. It was noted that once reported the Rural Payments Agency inspectors then looked at all aspects of your business.

William Emmett went onto show the Forum some photos to help explain his concerns.

William Emmett explained that he felt the process used by the Council needed to be softened a bit.

James Copas asked **Andrew Fletcher** why farmers were not called directly after a complaint was received by the Council rather than it being reported officially. **Andrew Fletcher** explained that this was the case and that most of the time phone calls worked perfectly well and that the 14 days were counted from the day the issue was reported. It was noted that if the 14 days were exceeded then the issue was reported to the Rural Payments Agency (RPA).

RESOLVED: That the Forum recommended to the Council that the procedure for dealing with ploughing and cropping issues be changed to the following:

- 1. Make first contact with farmers via telephone to explain the report or issue. This telephone call should agree the date with the farmer for the resolution of the issue based upon the 14 day deadline. Explain that if the works are not done by this deadline the issue will be reported to the RPA. Take the 14 day deadline from the date that the farmer is contacted. Where necessary agree extension of this deadline up to 28 days, for example where ground conditions do not allow proper reinstatement.**
- 2. Farmer to contact RBWM when the works have been done, providing photographic evidence.**
- 3. If the agreed deadline has not been met this should then be reported to the RPA.**

❖ **Action (AF): To meet with the Rural Forum to explain this new process and gain contact details for all local farmers.**

It was noted that the above recommendations would be reported to the Rights of Way and Highways Licensing Panel on 07 March 2016.

5 RBWM Cycling Strategy

Gordon Oliver informed the Forum that this report (pages 13 - 98 of the agenda) was to present the draft Cycling Strategy and invite feedback from the Forum as part of the public consultation.

It was noted that the Royal Borough of Windsor and Maidenhead had prepared a draft Cycling Strategy, which set out the priorities for cycling investment over the 10 year period to 2026. It had been prepared with reference to national, regional and local policy documents and draws on industry best practice.

Gordon Oliver gave the Forum a brief presentation on the Cycling Strategy which would allow the Council to compare strategies and make it more cost effective. It was noted that it also helped with funding bids and helped deliver the Councils Manifesto Commitments. The presentation covered the following:

- Overview.

- Guiding principles.
- Strategic framework.
- Current situation.
- Vision.
- Aims and objectives.
- Action plan.
- Funding.
- Monitoring.
- Appendices – Area Plans.

In the ensuing discussion the following points were noted:

- That the consultation would be running until the 28 November 2016.
- That the Forum was trying to get someone from the Cycle Forum onto the Local Access Forum. It was noted that since **Roy Fabry** had left the area the Forum had lost his expertise. It was suggested that **Councillor Malcolm Beer** could be the informal link.
- That the link to the survey on the RBWM website be forwarded onto anyone interested.
- That multi-user routes would need to be installed at the developer stage when major housing developments were considered appropriate for the Royal Borough.
- It was suggested that the multi-user routes were not be labelled 'cycle routes' in the report.
- That more responsible cycling in the Royal Borough should be encouraged to avoid competitive / dangerous cycling.

RESOLVED: That the Forum supported the RBWM cycling strategy in principle, and recommended the following:

1. **The strategy should seek to generate partnership working to develop multi-user routes and create links to fill gaps in the network.**
2. **The strategy should ensure that the Council take advantage of development opportunities to create new links and improve the network, including ensuring that the cycling strategy is included as far as possible in the Local Plans.**
3. **The strategy should include goals to encourage more responsible cycling in the Borough.**

The Chairman thanked **Gordon Oliver** for attending the meeting and addressing the Forum.

6 **Milestones Statement and Annual Targets for 2017-2018**

Andrew Fletcher informed the Forum that this report (pages 99 – 102 of the agenda) was to consult the Forum on the priorities, targets and service standards to be included in the Milestones Statement & Public Rights of Way Improvement Plan Annual Review 2017/18.

The Chairman, **Peter Thorn**, explained that the views of the Forum were requested on the following:

- **Priorities for 2017/18:** Were there any recommended changes to the priorities listed in the current 2016/17 Milestones Statement (Appendix A)?
- **Milestones Targets for 2017/18:** Were there any recommended changes to the Milestones Targets listed in the current 2016/17 Milestones Statement (Appendix A)?
- **Service Standards for 2017/18:** Were there any recommended changes to the Service Standards listed in the 2016/17 Milestones Statement

(Appendix A)?

Andrew Fletcher gave Members a brief overview presentation. **Andrew Fletcher** informed the Forum that over the last five years the number of issues had significantly reduced to leave 18 outstanding. It was noted that the issues considered 'cold cases' had not been included in his figures as suggested by the Rights of Way & Highway Licensing Panel.

It was noted that the priorities and targets could be found on page 101 of the agenda.

RESOLVED: That the Forum recommended to the Council that the following changes be made to the priorities listed in the targets for 2017/2018:

- **WM 1: remain at 95%**
- **WM 2: remain at 10 surface improvements**
- **WM3: remain at 5 bridges**
- **LD1: Remove this target. The Forum notes the current service standard to deal with uncontested DMMO applications within 1 year.**
- **WP1: Increased to 2 leaflets.**
- **WP2: Remain at 1 leaflet**
- **AC1: remain at 1 new path**
- **AC2: Remain at 15 physical access improvements**
- **EN1: The forum suggested that the target be changed to 'resolve 100% of all new enforcement cases within 3 months'.**

- **Change existing priority to "seek improvements and additions to the network and enhance connectivity for horse riders, cyclists and people restricted mobility".**

- **Change existing priority to "Liaise with landowners and occupiers on all public rights of way matters, including updating and advising landowners on changes in legislation and encouraging the establishment of permitted routes".**

It was noted that the above recommendations would be reported to the Rights of Way and Highways Licensing Panel on 07 March 2016.

Lisa Hughes asked what indicators in the surveys picked up access issues with regard to changes needed to surfaces. An example was provided with regard to road surfaces of the speed bump on Ray Mead East which did not stretch all the way across the road. It was noted that this speed bump was known to throw people with mobility issues off balance.

- ❖ **Action (AF / SW): To review East Berks Ramblers survey with Lisa Hughes and East Berks Ramblers to capture issues relating to disabled access.**

7

Auditing the list of streets

Andrew Fletcher referred the Forum to pages 103-108 of the agenda and explained that the purpose of the report was to consult the Forum on the proposals put forward by the British Horse Society regarding the Council's 'List of Streets'.

It was noted that the British Horse Society had sent a proposal to all Local Access Forums asking the Forum to consider the processes currently in place for managing the Council's adopted highway records, also known as the 'list of streets'. It was explained that the society had produced a brief paper explaining the list of streets and its concerns about the loss of ways shown on the list of streets. The Forum was advised that this document, along with responses to the questions raised were included in Appendix A to this report.

Andrew Fletcher explained that the Forum was invited to consider and discuss the report and respond to the consultation questions.

RESOLVED: That the Forum recommended to the Council the following:

No highway (or part highway) should be removed from the list of streets, other than pursuant to a legal event, unless to correct a mistake where there has been consultation with local interests (such as the local access forum and parish council), the correction is fully documented for archiving and indexation, and the decision be taken transparently within the Council by an appropriate panel, based on a report by officers.

❖ **Action (AF): To respond to British Horse Society to inform them of the Forums decision.**

8 **Berkshire College of Agriculture planning application: Development of a care village**

Councillor Maureen Hunt declared an interest as the Chairman of the Neighbourhood Plan Group and a member of the Maidenhead Development Control Panel. **Councillor Maureen Hunt** agreed not to take any part in the discussions on this item.

Andrew Fletcher referred the Forum to pages 109-162 of the agenda and explained that the purpose of the report was to consult the Forum on the planning application to develop a care village at Berkshire College of Agriculture (Planning application 16/02814).

It was noted that Berkshire College of Agriculture (BCA) had submitted a planning application for the development of a care village comprising of a 50 bedroom care home, village care and wellbeing centre, 26 assisted living units, 82 independent living units, landscaping, parking and associated new access drive within land at BCA and bordered by main buildings to the North and Dellars Copse to the South in Burchetts Green Road, Burchetts Green, Maidenhead. **Andrew Fletcher** informed the Forum that the application would be considered at the Development Control panel in December 2016. The Forum was invited to submit comments on this planning application in advance of the meeting.

The Forum provided comments on the planning application as follows:

The Forum had a mixed view regarding this application. There was a strong view that the open countryside should be retained, and that the proposed planting would change the nature of the landscape, and conversely there was also a view that the proposed planting would be acceptable.

Likewise, there was mixed view from the Forum regarding the height of the proposed development, with some suggesting that the 3 storey high buildings

would be too high and adversely affect the view from the footpath, and others suggesting that this would not be too much of an impact.

The suggestion from the Highways Development Control Officer, supported by Anthony Hurst, for a 1-way system was debated and on balance the Forum felt that this would not be feasible to mitigate the traffic issues, however there were still mixed views.

An area where there was common ground within the Forum was the vehicular entrance point at the junction of Hurley Footpath 18. On this point the Forum as a whole felt that this would be dangerous.

9 LAF Work programme

Andrew Fletcher gave the Forum an update on the work programme for 2016/2017. It was suggested that as this was such a large piece of work that working parties be formed between January – March to look at the following areas:

Multi-User Routes.

- ❖ **Action (All): Members to respond to Andrew Fletcher with details of potential new multi-user routes.**

Fostering closer engagement with parish councils.

- ❖ **Action (AF/PT/GP): A small working party to be established to look at actions to foster closer engagement with Parish Councils.**

Opportunities and issues with identified large development sites

- ❖ **Action (GM): To review the weekly planning list and advise the Forum if there were applications made which may be of interest to the Forum.**
- ❖ **Action (AF): To liaise with the Council's planning teams and ensure that they were aware of what the LAF would wish to be consulted about, particularly in regard to large planning developments.**

Millennium Walk.

Andrew Fletcher explained that this was on-going and that information on this subject could also be found in the monitoring report.

It was noted that to date no reply had been received from landowners. **Andrew Fletcher** went on to explain that a revised planning application had been received and the current version indicated that they would carry on with that agreement. It was noted that **Anthony Hurst** had requested £50k from the Infrastructure Levy.

Improvement to access as Ashley Hill, Hurley.

Andrew Fletcher informed the Forum that he needed to look at exactly where improvements were looking to be made, set out parameters and draft a proposal. It was suggested that this could be done via a working group.

- ❖ **Action (AF): To meet with Alan Keene and Annie Keene to develop proposal for new horse riding access within Ashley Hill, to be**

subsequently taken forward to relevant land owners.

10 LAF Monitoring items

The Forum was referred to the four page additional document handed out at the meeting.

It was noted that the purpose of the report was to update the Forum about the status of projects on the LAF regular monitoring list and to seek the Forums advice regarding the members' discussion forum.

The Forum were advised that they could read this document at their leisure.

11 Feedback from meetings and conferences

Andrew Fletcher provided the Forum Members with a handout which could be read at everyone's leisure.

❖ **Action (AF): To circulate slideshow from the De-regulation Act training to all members with the minutes.**

12 Date of next meeting: tbc

It was noted that the date of the next meeting would be confirmed by the clerk in due course.

The meeting, which started at 6.30 pm, ended at 9.05 pm.

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LOCAL ACCESS FORUM: 14th JUNE 2017

ACTIONS ARISING FROM THE MEETING

PURPOSE OF REPORT

To inform the Local Access Forum about the progress made on actions and issues arising from the Forum meeting held on 8th November 2016

Key:

Completed items

In progress

Incomplete

Action owners:

AF	Andrew Fletcher (Public Rights of Way Officer)	AH	Anthony Hurst (Parks and Countryside Team Leader)
SW	Sharon Wootten (Public Rights of Way Officer)	PT	Peter Thorn
GO	Gordon Oliver (Principal Transport Policy Officer)	GP	Geoff Priest
GM	Gordon Marrs		

Agenda Item 1: Matters arising from the last meeting

Item	Action / Issue	Action Owner	Outcome
1.1	Approach schools around Sunningdale and Sunninghill for potential volunteer groups	AF	An email was sent to all schools on 7 th March 2017. 1 school has expressed interest in forming a volunteer working party and this is being discussed further.
1.2	Circulate outline information of local wildlife sites to each Parish Council	AF	Maps of local wildlife sites have been circulated to all Parish Councils
1.3	Develop a site visit schedule for Feb-June 2017	AF	May 17: Hawthorn Lane / Hogoak Lane

Agenda Item 2: Members' update

Item	Action / Issue	Action Owner	Outcome
2.1	Write to Mrs Bowdery's family on behalf of the forum to express the forums' sympathy for their loss and appreciation for her work	PT	A letter was sent to Margaret Bowdery's family on 16 th November 2016
2.2	The Forum recommended to the Council that Margaret	PT/AF	Email from PT to Councillor Dudley sent on 12 th Dec 2016

	Bowdery's decades of dedication and enthusiasm to promote and improve access to the countryside is permanently appreciated by associating her name with a local path or linked route with which she may have been particularly involved in its creation or protection, or perhaps some future significant future project		
2.3	Invite the Crown Estate to talk to the Forum about current and future developments and changes within Windsor Great Park	AF	Invitation sent to Tom Jarvis 6/12/16

Agenda Item 4: RBWM Cycling Strategy

Item	Action / Issue	Action Owner	Outcome
4.1	<p>The Forum supported the RBWM cycling strategy in principle, and recommended the following:</p> <ol style="list-style-type: none"> 1. The strategy should seek to generate partnership working to develop multi-user routes and create links to fill gaps in the network. 2. The strategy should ensure that the Council take advantage of development opportunities to create new links and improve the network, including ensuring that the cycling strategy is included as far as possible in the Local Plans. 3. The strategy should include goals to encourage more responsible cycling in the Borough. 	GO	The advice from the LAF has been incorporated into the RBWM Cycling Strategy.

Agenda Item 5: Milestones Statement and Annual Targets for 2017-2018

Item	Action / Issue	Action Owner	Outcome
5.1	The forum recommended to the Council that the following	AH	These recommendations will be reported to the Rights of Way and

	<p>changes are made to the priorities listed in the targets for 2017/2018:</p> <ul style="list-style-type: none"> • WM 1: remain at 95% • WM 2: remain at 10 surface improvements • WM3: remain at 5 bridges • LD1: Remove this target. The forum notes the current service standard to deal with uncontested DMMO applications within 1 year. • WP1: Increased to 2 leaflets. • WP2: Remain at 1 leaflet • AC1: remain at 1 new path • AC2: Remain at 15 physical access improvements • EN1: The forum suggested that the target be changed to 'resolve 100% of all new enforcement cases within 3 months'. • Change existing priority to "seek improvements <i>and additions</i> to the network <i>and enhance connectivity</i> for horse riders, cyclists and people restricted mobility" • Change existing priority to "Liaise with landowners and occupiers on all public rights of way matters, including updating and advising landowners on changes in legislation <i>and encouraging the establishment of permitted routes</i>" 		<p>Highways Licensing Panel on 7th March 2016</p>
<p>5.2</p>	<p>Review East Berks Ramblers survey with Lisa Hughes and East Berks Ramblers to capture</p>	<p>AF/SW</p>	<p>Meeting held on</p>

	issues relating to disabled access		
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Agenda Item 6: Auditing the list of streets

Item	Action / Issue	Action Owner	Outcome
6.1	The forum recommended to the Council the following: <i>No highway (or part highway) should be removed from the list of streets, other than pursuant to a legal event, unless to correct a mistake where there has been consultation with local interests (such as the local access forum and parish council), the correction is fully documented for archiving and indexation, and the decision is taken transparently within the Council by an appropriate panel, based on a report by officers.</i>	AF	<p>After further discussion about this with John Stewart who looks after the Adopted Highway records, we do not think that the decision should be taken to panel as it is essentially an evidence based question rather than one of opinion; there would be little the Panel could add if the evidence shows a road should not have been included in the records.</p> <p>There is value in soliciting any evidence that people may hold as the status of a particular highway however, and we will consult the BHS when the status of a highway is being investigated, requesting whether or not the BHS has any evidence that would help in the investigation.</p> <p>This would allow some open knowledge of what is being investigated and allow an opportunity for any evidence that may be held by the BHS with regard to a road's status to be uncovered.</p> <p>This would be sent out at the same time that a similar consultation is sent to other external parties such as the local Parish Council.</p>
6.2	Respond to British Horse Society to inform them of the forums decision.	AF	Email sent to Janice Bridger on 14 th February 2017.

Agenda Item 7: Berkshire College of Agriculture planning application

Item	Action / Issue	Action Owner	Outcome
7.1	The forum provided comments on the planning application as follows: <i>The forum have a mixed view</i>	AF	The LAF comments have been sent to the Planning Officer to be included in the report to the Development Control Panel.

	<p><i>regarding this application. There is a strong view that the open countryside should be retained, and that the proposed planting would change the nature of the landscape, and conversely there was also a view that the proposed planting would be acceptable.</i></p> <p><i>Likewise, there was mixed view from the forum regarding the height of the proposed development, with some suggesting that the 3 storey high buildings would be too high and adversely affect the view from the footpath, and others suggesting that this would not be too much of an impact.</i></p> <p><i>The suggestion from the Highways Development Control Officer, supported by Anthony Hurst, for a 1-way system was debated and on balance the forum felt that this would not be feasible to mitigate the traffic issues, however there were still mixed views.</i></p> <p><i>An area where there was common ground within the forum was the vehicular entrance point at the junction of Hurley Footpath 18. On this point the forum as a whole felt that this would be dangerous.</i></p>		
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Agenda Item 8: LAF work programme

Item	Action / Issue	Action Owner	Outcome
8.1	All members to response to AF with details of potential new multi-user routes	ALL	No feedback has been received to date
8.2	A small working party to be established to look at actions to foster closer engagement with Parish Councils	AF/PT/GP	A meeting was held on 28 th Feb 2017.
8.3	Review the weekly planning list and advise the forum if there are applications made which may be of interest to the forum	GM	Ongoing

8.4	Liaise with the Council's planning teams and ensure that they are aware of what the LAF would wish to be consulted about, particularly in regard to large planning developments	AF	Ongoing discussions about how the LAF can be best involved with this process.
8.5	Meet with Alan Keene and Annie Keene to develop proposal for new horse riding access within Ashley Hill, to be subsequently taken forward to relevant land owners.	AF	Meeting held on 21 st February 17 and a plan of suggested routes was developed. Unfortunately the Forestry Commission who manage the land are not willing to grant permission for additional horse riding use in the forest.

Agenda Item 9: Cross compliance reporting

Item	Action / Issue	Action Owner	Outcome
9.1	<p>The forum recommended to the Council that the procedure for dealing with ploughing and cropping issues be changed to the following:</p> <ol style="list-style-type: none"> 1. Make first contact with farmers via telephone to explain the report or issue. This telephone call should agree the date with the farmer for the resolution of the issue based upon the 14 day deadline. Explain that if the works are not done by this deadline the issue will be reported to the RPA. Take the 14 day deadline from the date that the farmer is contacted. Where necessary agree extension of this deadline up to 28 days, for example where ground conditions do not allow proper reinstatement. 2. Farmer to contact RBWM when the works have been done, providing photographic evidence. 3. If the agreed deadline has not been met this should then be reported to the RPA. 	AF/AH	These recommendations will be reported to the Rights of Way and Highways Licensing Panel on 7 th March 2016.

9.2	Meet with the Rural Forum to explain this new process and gain contact details for all local farmers	AF	AF attended Rural Forum meeting on 30 th November 2016
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Agenda Item 11: Feedback from meetings and conferences

Item	Action / Issue	Action Owner	Outcome
11.1	Circulate slideshow from the De-regulation Act training to all members with the minutes.	AF	Following a review of the training materials the slideshow consisted of illustrative photographs but did not contain any useful information about the Deregulation Act. It was decided that this would not be useful information to distribute.

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LOCAL ACCESS FORUM: 14 JUNE 2017

LOCAL ACCESS FORUM WORK PROGRAMME

1. **PURPOSE OF REPORT**

To update the forum about the status of projects on the LAF Work Programme 2016/2017.

2. **SUPPORTING INFORMATION**

(a) Multi-user routes

There are ongoing discussions with the Environment Agency and Bucks County Council regarding opening up part of the jubilee river for horse riding. This is included the LAF monitoring item report.

At present there are no other proposals for multi-user routes currently being investigated.

(b) Fostering closer engagement with Parish Councils

A meeting was held with Peter Thorn, Geoff Priest and Andrew Fletcher to discuss proposed actions to foster closer engagement with Parish Councils. The following actions were agreed:

1. Share minutes of Forum meetings with Parish Councils and ask them to link to it on their website for parish residents to view
2. Ask Parish Councils to share minutes of meetings with the Forum
3. Invite Parish Councils to site visits being organised by the Forum in their area
4. Ask Parish Councils to assist with enforcement issues where they are able

(c) Opportunities and issues with large development sites

As part of the preparation of the RBWM Local Plan areas for proposed future development have been produced which highlights a number of areas around the Borough for development.

Discussions are underway with the RBWM Planning department as to how best the LAF can be consulted and be involved with the planning process for these sites as there are opportunities to improve access in these areas as part of the design of any scheme.






(d) Improvement to Ashley Hill, Hurley

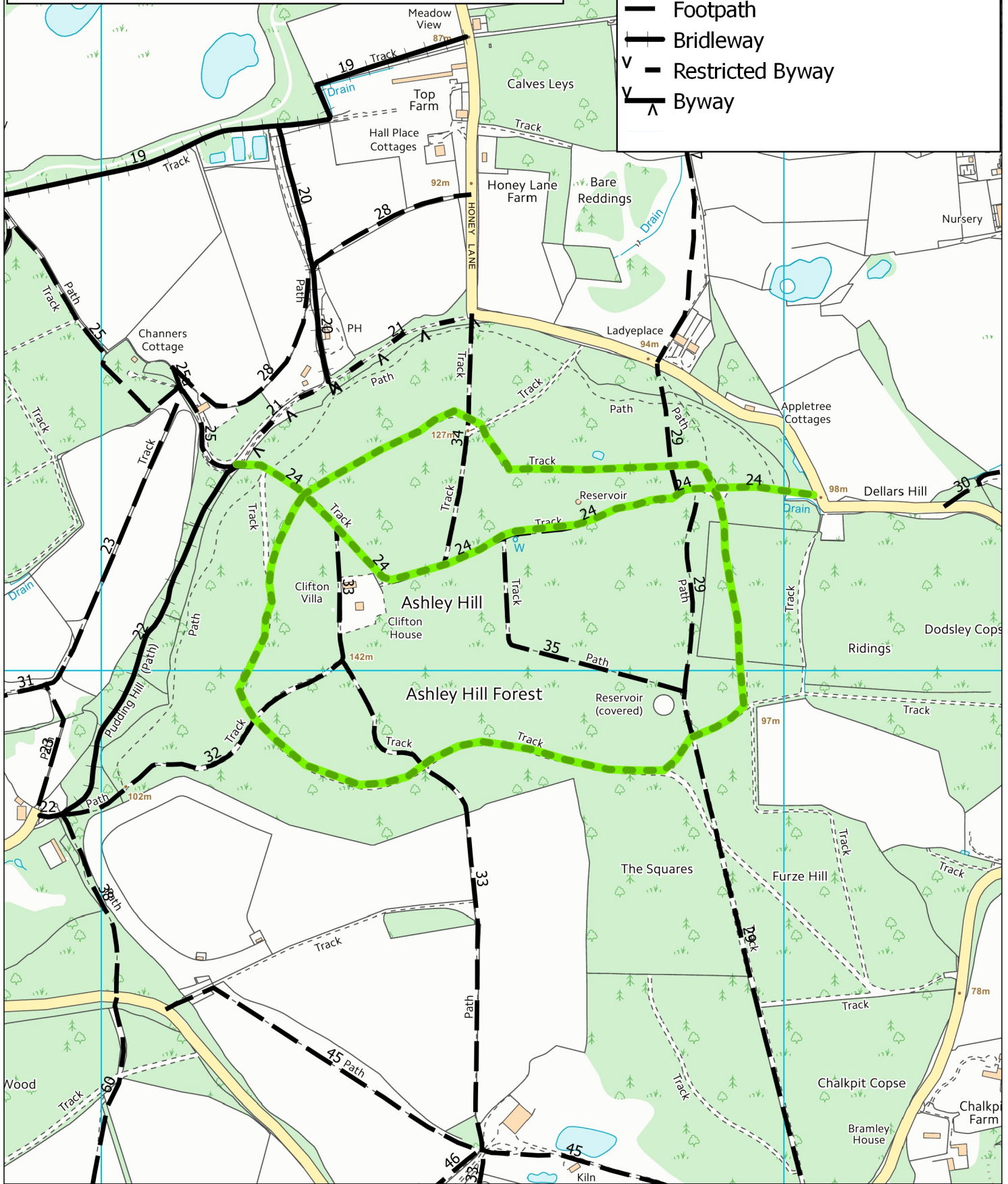
A meeting was held with Alan Keene and Annie Keene on 21st February 2017 to develop a proposal for improved horse riding access in Ashely Hill. A map detailing the proposal is included in Appendix A.

The Forestry Commission was then approached as the main land manager to see if they had any objection to the proposals. They replied stating that horse riding is something they looked at previously and at the time the forestry commission

decided not to pursue it. They added that they do not have the resource to manage any additional trails at the current time, and although the proposal was to upgrade the existing tracks, the Forestry Commission would need to inspect them as riding trails which would increase the resources required at the site.

A proposal has been put to the Forestry Commission for the Council to inspect the paths on the Forestry Commission's behalf. The Forestry Commission has responded that this does happen in other cases but at the present time they are not able to look into this until 2018.

-  Proposed new horse riding routes
-  Footpath
-  Bridleway
-  Restricted Byway
-  Byway



Public Rights of Way
 Drawn by: Andrew Fletcher

**Ashley Hill
 Proposed Horse Riding improvements**

Date: 05/06/2017
 Scale: 1:7,500

www.rbwm.gov.uk



Royal Borough
 of Windsor &
 Maidenhead

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LOCAL ACCESS FORUM: 14 JUNE 2017

LOCAL ACCESS FORUM ANNUAL REPORT AND PROFORMA

DECISION ITEM

1. PURPOSE OF REPORT

To inform the Local Access Forum about the preparation of the annual report and Natural England Proforma for its activities over the past year, and to seek approval for them to be published.

2. OFFICER'S RECOMMENDATION

That the forum consider and approve the publication of the Local Access Forum Annual Report 2016-2017.

That the forum the consider and the Natural England proforma, and provide any comments to be added to the submission of the same to Natural England

3. EXECUTIVE SUMMARY

3.1 Under the Local Access Forum regulations, the forum must publish annually a report of its activities throughout the year. This report has historically served the purpose of reporting it's activities to Natural England and serves as a promotional tool for the forum.

3.2 This text of this report is attached as Appendix A to this report. The forum is invited to review and approve this text as the final publication.

3.3 In addition to the annual report above, Natural England require that a report proforma is produced each year. A copy of the proforma form will be tabled at the meeting. The forum is invited to review this form and add any comments that it would like to make.

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

LOCAL ACCESS FORUM ANNUAL REPORT 2016 – 2017

www.rbwm.gov.uk



Activities of the forum

Milestones Statement, and targets for the coming year

The forum was consulted on the Milestones Statement and Public Rights of Way Improvement Plan Annual Report 2017-2018 and recommended that the targets and priorities are retained for the coming year. These recommendations were reported to the Rights of Way and Highways Licensing Panel in March 2017 and formed the basis of the targets for the coming year.

RBWM Cycling Strategy

The forum discussed and supported the new RBWM cycling strategy in principle, and recommended that it should seek to generate partnership working to develop multi-user routes and create links to fill gaps in the network, take advantage of development opportunities to create new links and improve the network and include goals to encourage more responsible cycling in the Borough.

Ploughing and Cropping policy

The Forum discussed the current policy for dealing with ploughing and cropping issues following issues raised by local farmers. The forum developed recommendations to change the existing procedure which was approved by the Rights of Way and Highways Licensing Panel in March 2017 and are now in place.

Opportunities with identified large development sites

The forum discussed future developments that were on the horizon in the Borough, in particular large developments planned at Maidenhead Golf Course and potential opportunities for access improvements. Further work will be undertaken on this in 2017/18.

M4 Smart motorway

The forum has been involved with the M4 Smart motorway proposal and has requested that improvements are made to the Marsh Lane bridge for horse riding and cycling use. The forum continues to monitor the progress of this scheme as it progresses through the necessary planning stages to seek these improvements.

Multi-user routes and Horse Riding improvements

The forum has continued to be involved with the creation of a multi-user route from Eton Wick to Dorney and has worked closely with Slough and Bucks Local Access Forums to take the project forward with the Environment Agency. The Forum also considered reports regarding horse riding access to Ashley Hill and approaches have been made to the Forestry Commission on the forum's recommendation to request horse riding access as Ashley Hill.

Vehicle problems and Traffic Regulation Orders

The forum discussed issues relating to damage caused by vehicles on sensitive byways in the Borough, and responded to a consultation on the use of Traffic Regulation Orders to prohibit use which is causing damage. A joint site visit was held at Hogoak Lane and Hawthorn in May 2017 for members to discuss the TRO approaches that have been used in the borough and compare the condition of lanes which have been used heavily by heavy vehicles to those who have been restricted.

Ecology and Public Rights of Way

The forum discussed ecology issues and how they relate to public rights of way and open spaces in the Borough. Following a presentation by the RBWM Ecology Officer the forum recommended that information about the Local Nature Reserves are shared with all Parish Councils.

Disabled Access and Public Rights of Way

The forum discussed disabled access issues on public rights of way, in particular how to gather access information at the same time as the normal path inspections, and a trial system has in put in place to capture this information.

Volunteer Works

The forum continued to monitor the volunteer works that are carried out on the public rights of way network, and wrote to all local groups to thank them for their efforts. IN addition to this the Forum recommended that the Council approach local schools in the Sunningdale area to see if they would like to arrange for a working party to undertake works.

Diversion of Maidenhead FP 19

The forum considered a proposal from Summerleaze Ltd to divert Maidenhead Footpath 19. The Forum recommended that the diversion be allowed, provided that the path be a minimum of 3 metres wide and that access to the cycle track should be improved at each end of the footpath, in particular the replacement of the keyhole barriers with more accessible structures.

Fostering closer engagement with Parish Councils

The forum formed a working party to examine ways to foster closer engagement with Parish Councils, and suggested that initially Parish Council should be kept more involved with the activities of the Local Access Forum by extending invites to Parish Councils for joint site visits and sharing the minutes of the LAF. In addition to this the group suggested that Parish Councils may be able to help resolve issues in their area due to their local knowledge and contacts.

Links with other local, regional and national groups

The forum has remained active over the past year in improving and maintaining its links with neighbouring Local Access Forums and has continued to host meetings of neighbouring Local Access Forum chairs to discuss cross boundary issues and ways that the local forums can work together. In addition to this the LAF has continued to be involved on a national and regional level, and was represented at the National Local Access Forum conference in May 2017.

The forum also arranged for a joint LAF training course to be run by the Institute of Public Rights of Way which was held in September 2016. This training course was very well attended by all participating forums and further training courses are planned for the future.

Other issues that the forum has discussed during 2016-2017:

- Volunteer works
- Millennium Walk
- Monitoring the progress of the Deregulation Act
- Forlease Road to Green Lane footpath
- Berkshire College of Agriculture car home planning application

Looking forward

To be decided at 14th June 2017 meeting

Meetings of the Forum

The Local Access Forum meetings for 2016-2017 were as follows:

Formal meetings

- 29th June 2016
- 8th November 2016

Informal meetings

- 28th June 2016 – Local LAF Chairs meeting
- 13th September 2016 – Joint LAF training
- 30th January 2017 – Local LAF Chairs meeting
- 28th February 2017 – LAF working party: Fostering closer engagement with Parish Councils
- 19th May 2017 – Local LAF Chairs meeting

Site meetings

- 30th May 2017 – Hawthorn Lane / Hogoak Lane site visit

Membership of the Forum

The forum is expected to achieve a reasonable balance of members' interests. The current membership of the Local Access Forum is listed below.

Name	Representing	Other interests
Cllr. Malcolm Beer	Walking / Cycling	Walking; Cycling; Caravanning;; Rights of Way; Old Windsor Parish Councillor
Sara Church	Horse riding	
James Copas	Land and estate management	
Margaret Cubley	Walking and open spaces	Campaign for the Protection of Rural England, Bisham Parish Councillor
John Foulger	Walking	Open Spaces; Rights of Way
Christine Gadd	Rights of Way; Walking; Cycling	
Steve Gillions	Walking	East Berks Ramblers
Lisa Hughes	Disability access	
Cllr. Maureen Hunt	RBWM Councillor	Chair of Rights of Way and Highways Licensing Panel
Tom Jarvis	Land and estate management	Crown Estate
Alan Keene	Land and estate management	Bisham Parish Council, countryside, rights of way, farming and land management,
Cllr. Asghar Majeed	RBWM Councillor	
Gordon Marrs	Walking	East Berks Ramblers
Geoff Priest	Open countryside, access for younger users	Hurley Parish Council
Katie Sarsfield	Rights of way	Waltham St Lawrence Parish Council
Peter Thorn	Land and estate management	Estate Management; Management of the Countryside; Management of Education and Training
Ian Wilson	Land and Estate Management	National Trust

Finances

			Total Cost (£)
Meeting expenses			
	Contribution to joint LAF training	171.60	
	Meeting refreshments	208	
			379.60
Members' Expenses:			
	Dependent Care	-	-
	Travel / Mileage		224.75
	Other Expenses	-	-
Grand Total			604.35

Note: The costs above do not include overheads such as Officer time or printing costs

How to get involved

For more information about the Local Access Forum and how you can get involved, visit the Local Access Forum web pages at https://www3.rbwm.gov.uk/info/200938/local_access_forums , or contact Andrew Fletcher, Public Rights of Way Officer on (01628) 796122 or email andrew.fletcher@rbwm.gov.uk or prow@rbwm.gov.uk

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LOCAL ACCESS FORUM: 14 JUNE 2017

LOCAL ACCESS FORUM MONITORING REPORT

1. PURPOSE OF REPORT

To update the forum about the status of projects on the LAF regular monitoring list and to seek the forums advice regarding the members' discussion forum.

2. SUPPORTING INFORMATION

(a) Eton-Dorney Multi-User Route

The Environment Agency have responded to the request for permission use the route with questions relating to maintenance and liability. These issues are currently being discussed with Bucks County Council.

(b) Forlease Road to Green Lane

The creation of a path at this location is on hold pending new landscaping works in the area which will alter the route of the intended path. The path works and the landscape works will be undertaken at the same time. It is expected that the works will be completed during this financial year (2017/2018).

(c) Deregulation Bill update

The Deregulation Bill was passed and received Royal Assent on 26th March 2015. Regulations and guidance enacting the public rights of way sections of the bill remain delayed.

(d) Volunteer works

The following volunteer works have been conducted since November 2016 (as of 2nd June 2017)

Ways into Work: 10 volunteer task days
Berkshire College of Agriculture: 16 volunteer task days

Path	Group	Date(s)	Task	Total participants
Maidenhead FP 61	WIW	26 th Oct 16	Winter cut back	5
Hurley FP 9	BCA	27 th Oct 16	Winter cut back	6
Sunningdale BW 4	WIW	2 nd Nov 16	Winter cut back	5
Bisham BRs 11 & 12	WIW	9 th Nov 16	Raking and spreading soil	5
Henley Horse Margin	BCA	17 th Nov 16 1 st Dec 16 15 th Dec 16 12 th Jan 17 26 th Jan 17	Winter cut back	22
Sunninghill FP 5	TCV	19 th Jan 17 16 th Feb 17	Boardwalk repair	13
Hurley RB 2	BCA	2 nd Feb 17	Vegetation	18

		9 th Feb 17 23 rd Feb 17	clearance	
Hurley RBs 54 & 55	BCA	2 nd Mar 17 9 th Mar 17 16 th Mar 17	Vegetation clearance	18
Datchet FPs 8 & 9	WIW	12 th Apr 17 19 th Apr 17	Vegetation clearance	10
Eton FP 6	WIW	26 th Apr 17	Vegetation clearance	5
Bray BR 29	WIW	3 rd May 17 10 th May 17 24 th May 17	Cut back verges	5
Cookham Footpath 55	BCA	4 th May 17	Vegetation clearance	6
Cookham Footpath 50	BCA	11 th May 17	Vegetation clearance	6
Sunninghill Footpath 5	TCV	18 th May 17	Handrail installation and surfacing	8
Hurley RB 2	BCA	18 th May 17	Vegetation clearance	6
Hurley Footpath 13	BCA	25 th May 17	Vegetation clearance	6
Bray FP 57	WIW	31 st May 17	Heavy cut back	5
Total number of task days: 29		Total participant days: 149		
*estimated figures				

Value of volunteers

Based upon our current commercial rates for path works the estimated value of the volunteer works listed above is:

Berkshire College of Agriculture: £546.00
 Ways into Work: £665.64
 The Countryside Volunteers: £2000

Total: £3,211.64

(e) M4 smart motorway

Discussions are ongoing with Highways England with regard to requested changes to the fence height for the bridge at Marsh Lane, Dorney to improve horse riding and cycling access across the bridge. Currently under the Development Control Order process the maximum height allowed for the parapet fence is 1.5m however the recommended height for equestrian use is 1.8m. An agreement has been reached to construct the bridge with foundations suitable for a 1.8m high fence, and install a fence at the maximum 1.5m height. This is greater than the height currently existing at the bridge, and after the works have been completed the fence can be raised to the desired 1.8m outside of the development restrictions in place.

The detailed design drawings for the bridge are now awaited to ensure that these changes have been incorporated.