

North Ayrshire Outdoor Access Forum

Note of Statutory Forum Meeting

Tuesday 19th June 2007 in the Ormidale Pavilion, Brodick, Isle of Arran

Present: Luke Borwick, Kenny Burns, Bruce Davidson, Jean Highet, Rob Loney, Alex Millar, Jim Muir, and Kate Sampson, Dick Sim and Gerard Tattersfield

Attending: Margaret Ferrier, Louise Kirk (both NAC) and Rona Gibb (PfAP)

Apologies: Annique Armstrong, Geoff Atkins (SNH), David Clegg, Louise Dickson and Frazer Mitchell

Welcome

Luke Borwick welcomed the group to the meeting and advised that the previous Chair, Donald Reid, had not been re-elected and therefore could no longer represent the Council on the Forum. The group was advised that LB would act as the Chair until the Council's Planning Committee decides on the appointment of the Chair, as agreed at the April meeting.

The AO advised that discussions were underway to identify an Elected Member to act as the Council's Representative and that as agreed at the April meeting this appointee will act as the Vice Chair of the Forum.

No matters were raised in relation to the Note of the April meeting other than LD highlighted that she had been noted as being present when she had sent her apologies. The AO agreed to amend the April Note accordingly.

Progress update

- **Access and Code issues**

The AO advised that a number of minor issues have been raised in relation to land ownership, signage and a number of issues of anti-social behaviour on Council owned routes. These have been addressed on a case by case basis by the AO.

The AO highlighted that a complaint has been received in relation new gates preventing equestrian and all abilities access on Kilmory Square path in Kilmory, Island of Arran. This path has recently been upgraded by the Arran Access Trust (AAT) in agreement with the landowners. The AO and KS visited the site and reported that the gates have been replaced with alternative gates of a different specification to those installed by the AAT thus preventing such access. A meeting has been organised with Arran Estates to discuss the replacement of the gates and KS will attend the meeting with the AO as a representative of AAT. It was agreed that the AO would report back on the outcome of this meeting at the next Forum meeting.

The AO provided an update was provided on the progress made to date in relation to the issue of the gate at Kelburn Avenue, Fairlie. The AO, LB and the Planning Services Manager met with the residents and their Lawyer on 29 June 2007 to discuss the issues on site. As a result of this meeting a letter has been received from the resident's Lawyer stating that the gate is no longer locked and will stay open. This has been confirmed by a site visit. The group agreed as the negotiation was successful it would be the Forum's recommendation no further action should be taken at this stage. It was agreed that the AO would monitor the situation at Kelburn Avenue and report back if appropriate.

RG reminded the group of the importance of their role in relation to providing advice on access issues.

- **Projects 2007-08**

The AO advised that the Capital Budget projects have not been started on the ground as a meeting has been organised with Sustrans next week to discuss projects for the current financial year. Further progress will be made after this meeting and reported back to the group at the next meeting. The AO highlighted that volunteers would also be sought from the group to assist with site visits for forthcoming projects.

The group agreed to examine further information on the Arran Access Trust's feasibility study proposal raised at the April meeting to aid discussion on the disbursement of the remaining £7,000 (approximately) of the Revenue Budget. It was agreed that this would be discussed at the next Forum meeting.

The group was provided with a copy of the report to the Planning Committee on the first round of the Community Outdoor Access Grant Scheme (Appendix A) and was advised that the closing date for the second round of applications was 14 September 2007. The AO requested that the group promoted the second round to their organisations and to advise of any potentially interested groups. The AO advised that the next round of applications would be brought to the Forum for their consideration at a future meeting.

AM reiterated the importance on including SOAC information on all publications and highlighting any sensitive issues that exist on routes e.g. lambing time or ground nesting periods for birds. It was agreed that the AO would investigate adding this as a condition to next year's rounds of the grant scheme and advise the group accordingly.

Forum development

The AO provided the group with copies of the report to the Planning Committee (Appendix B) being heard by the Committee on 20 June 2007 on the appointment of the Chair, Vice Chair and the additional landowner representative. MF provided the group with an overview of the new Council Committee structures and advised the group that further information on this will be provided in the near future when the Council has agreed the final details.

The group welcomed the Committee Report and it was agreed that the AO would report back on the Committee's decision at the next meeting. Volunteers were sought from the group to meet with the Elected Member appointed to the Forum prior the next meeting. LB agreed to assist with this meeting.

The group agreed the draft agenda for the AGM (Appendix C). RL highlighted that it would be advantageous for the Forum to have a stand and a rolling presentation for participants to view. The AO agreed to organise this in conjunction with RL. The AO requested that representatives wishing to have a stand for their organisation at the AGM contacted her in the near future and advised that she would approach substitutes and other relevant organisations regarding the stands as well.

It was agreed that September was an appropriate point for the AGM and launch of the second round of core path planning consultation. Discussion arose on suitable timing for the AGM and it was agreed that a Saturday would provide most people with an opportunity to participate. A provisional date of 15 September was set and it was agreed that the AO would investigate the availability of halls and advise the group accordingly. It was agreed that the September meeting should be rescheduled to October or November and another meeting organised as required to discuss the outcome of the consultation.

RG agreed to PfAP providing a presentation and it was agreed that the AO should approach SNH to identify a suitable speaker. RG highlighted that Fife Access Forum has produced a leaflet on the Forum and its role. The group agreed to investigate the potential to produce a North Ayrshire leaflet after the AGM.

RL highlighted the importance of Elected Members being aware of the outdoor access agenda and proposed that a presentation could be made to Members in the future. The AO agreed to investigate the potential for the Forum to provide such a presentation.

Core Path Planning

The group agreed that the assessment of the routes undertaken in the morning's core path planning session should be digitised for further consideration and examination. It was agreed that a further meeting was required and would provide an opportunity to examine the practicalities of proposed routes. The group agreed to meet on 31 July 2007 to continue with the path assessment and the preparation of the Interim Draft Plan and feedback form. It was agreed that the AO would make the arrangements for the meeting and advise the group accordingly.

RG highlighted that a clear statement will be required about the accessibility of routes and it was agreed that this would be noted for inclusion within the Interim Draft Plan. RG advised that other Authorities have adopted similar approaches to core path planning and stressed the importance of including water routes and access to water within the Plan.

The AO advised that volunteers would be sought from the group to assist with discussions with landowners and other relevant parties. It will be highlighted that these meetings will aim to:

- Advise landowners/managers if potential core paths cross their land prior to the second round of informal consultation
- Identify if the lines of the potential core paths are correct
- Identify any issues in relation to land management and potential core paths

The AO highlighted that that this will hopefully avoid some of the issues that have been occurring in relation to other Access Authorities' Plans and ensure that the landowners/managers are as involved with the process as the access users. The group agreed with this proposal and it was agreed that the AO would contact representatives as required.

The group raised the importance of funding for the implementation of the Core Paths Plan. MF agreed to investigate the future budgetary provision and to report back to the group at an appropriate juncture. RG highlighted that there are a range of external funding opportunities available for paths including Leader and Land Management Contracts (to be replaced by Rural Development Contracts). RL reiterated the importance of partnership projects between Council Services.

AOCB

RG advised that the new signage guidance publication would be available from PfAP in the near future. The AO agreed to distribute these to the group at the next meeting. RG also reminded the group that Janice Gray would be taking over responsibility for North Ayrshire after this meeting. Janice has recently joined PfAP from the Scottish Rural Property and Business Association (SRPBA) where she was employed as their Access Officer. The group thanked RG for her support to date and welcomed JG's participation in future meetings.

Close of meeting

The Chair thanked the group for attending the meeting and participating in the morning core path planning session.

**NORTH AYRSHIRE COUNCIL
Agenda Item 6**

**20 June 2007
Planning Committee**

- Subject:** **Works Funded by the Community Outdoor Access Grant Scheme for 2007/2008**
- Purpose:** To seek the Committee's approval for works to be funded through the Community Outdoor Access Scheme (COAGS) in 2007/2008.
To approve the programme works outlined in Appendix 1 from the Community Outdoor Access Grant Scheme in 2007/2008; and
- Recommendation:**
1. To invite further applications, and authorise the Assistant Chief Executive (Legal & Protective) in consultation with the Chair of the Planning Committee, to award a further four grants under this scheme during the financial year 2007/2008 and to address any minor variations in the approved programme.

1. Introduction

Progress of the outdoor access agenda in North Ayrshire stimulated demand from community groups for small-scale grant assistance towards Outdoor Access works. The innovative Community Outdoor Access Grant Scheme (COAGS) was developed to provide a formalised route for community groups to apply, and for the Access Officer to assess and prioritise such assistance. This was launched on Tuesday, 6 December 2003.

Since the inception of the grant scheme in 2003, it has attracted £8,500 from Scottish Natural Heritage which was matched using funding from the Outdoor Access Budget. This has enabled the provision of 34 grants of between £100 and £500. Feedback from both the applicants and access user groups to these works has been highly positive.

This is the final year of the current scheme. It continues to be welcomed and utilised by a wide range of organisations including Community Councils, community groups and offers a maximum £500 towards the cost of any eligible works including:-

1. Improving/extending routes.
2. Inclusion of furniture including seat and cycle stands.
3. Waymarking and signage.
4. Production/printing of promotional literature.

The scheme is currently being evaluated with the Outdoor Access Forum to determine the viability of its continuation. This will however be subject to a successful application to SNH for match funding.

2. Current Position

In the current financial year £2,500 from SNH, matched with funding from the Outdoor Access Budget, enables the provision of 10 grants of £500. Significant publicity has been undertaken for this first round including press releases, fliers and the update of the COAGS pages on Navigate and the Community Planning Partnerships North Ayrshire for Funding information. The closing date for applications was set as 28 May 2007 and a good level of response was obtained. Guidance on the applications was sought from both the North Ayrshire Outdoor Access Forum. Grant applications were then assessed against this criteria, agreed by the Council and SNH of:

- Fit with themes of the Outdoor Access Strategy
- Benefit to local communities
- Community support

- Financial gain

Six applications met the assessment criteria and can be considered for approval. The details of these are outlined in Appendix 1.

3. Proposal

a) To approve the programme of works outlined in Appendix 1 to be funded by the scheme during 2007/2008; and

b) To invite a further round of applications and authorise the Assistant Chief Executive (Legal & Protective), in consultation with the Chair of Planning to award a further number of grants during the financial year, and to address any minor variations in the current proposed works. This would be carried out by a further round of the scheme in the summer/autumn period.

Further publicity is proposed to inform eligible groups about the mixed round of applications, guidance will also be sought on eligible works from the core group of the Access Forum. Members attention is drawn to the fact that applicants are recommended to inform the Local Member(s) of the proposed application to the scheme.

4. Implications

The Council's share of the match funding for the scheme will be met out of the existing Outdoor Access Budget. All legal and financial implications have been addressed fully within the conditions of the scheme.

The scheme can also assist with the achievement of the overall vision of the North Ayrshire Community Plan.

5. Consultation

Consultation through the Outdoor Access Forum has involved a wide range of local organisations and individuals representative of all the key stakeholder groups involved in outdoor access. This includes representatives from: access user groups, agencies, communities, landowners and managers.

6. Conclusion

The works identified by these applications are wide-ranging and would benefit a number of North Ayrshire's communities. The further round will endeavour to identify complementary projects to these to further the Outdoor Access agenda. The Community Outdoor Access Grant Scheme and the works that it funds aims to assist with the achievement of the overall vision of the North Ayrshire Community Plan.

IAN T MACKAY
Assistant Chief Executive (Legal and Protective)

Reference : OUTA/01/07/LK/JP

For further information please contact Louise Kirk, Access Officer , on (01294) 225198

APPENDIX A – APPENDIX 1 COAGS APPLICATIONS 2007/08

The following provides a summary of the applications received for the first round of the Community Outdoor Access Grant Scheme in 2007/08.

Our Ref	Applicant	Outline of works	Amount requested from COAGS	Total cost	Additional Funding secured
AO42	Brodick improvements Committee	Production and printing of 5,000 Brodick Walks leaflets The production of a user friendly leaflet highlighting the routes in and around Brodick. The leaflet will be distributed free of charge through the Tourist Office, Ferry, guest houses and hotels.	£500	£550	£50 Plus an additional in kind contributions from the group in terms of time to write the text for the leaflet
A043	Ramblers Association Cunninghame Group	Production and printing of the "25 Walks in the Cunninghame Area" booklet The booklet will be a guide for regular walkers and anyone starting to walk. It will contain information on the Outdoor Access Code, personal safety and protecting the environment.	£500	£1500	£1000 Applied for from Community Development Grants Scheme Plus an additional in kind contribution from the group in terms of time to write the text for the booklet
AO44	Lamlash Improvements Committee	Production of Lamlash Village Map This will result in the production of 2 village maps highlighting all of the routes and tourism related features. This will be an added attraction for the village as it will help visitors to visit everything the village has to offer	£500	£500	In kind contribution from the group in terms of collating maps and information and writing the text for the map

Our Ref	Applicant	Outline of works	Amount requested from COAGS	Total cost	Additional Funding secured
AO45	Ayr Rotary Club	<p>Production of brochures and a website for the Ayrshire Coastal Path</p> <p>These works will promote the North Ayrshire section of the new Ayrshire Coastal Path long distance walking route from Glen App to Skelmorlie that is being developed by the Rotary Club. The route utilises existing routes including National Cycle Network routes 7 and 73, beaches and a small percentage of new path.</p>	£500	Part of a larger project costing £6,500 in North Ayrshire	<p>£6000</p> <p>Applied for through NAC's Landfill Tax Credit Scheme</p> <p>Extensive in kind contribution in terms of Rotary Club members' time</p>
AO46	Kilwinning Sports Club	<p>Extension of leisure path</p> <p>This is an extension of the existing path network, which will provide increased walking opportunities around the Sports Club. A weekly health walking club has been established by the Club and the new route will provide increased opportunities for this group as well as visitors and local residents</p>	£500	£1630	£1130
A047	Visit Arran	<p>Promotion of Arran Outdoor Festival</p> <p>This is to promote the first Arran Outdoor Festival through the production of promotional materials such as flyers, banners and posters. The Scottish Outdoor Access Code will also be promoted through these works.</p>	£500	£500	In kind contribution in terms of time to prepare and design the materials

NORTH AYRSHIRE COUNCIL

Agenda Item 7

**20 June 2007
Planning Committee**

Subject:	North Ayrshire Outdoor Access Forum: Appointment of Chair and Vice-Chair
Purpose:	To obtain approval for the appointment of a Chair and Vice-Chair to the Outdoor Access Forum in light of the revised good practice guidance for Local Access Forums.
Recommendation:	To approve the appointment of the proposed Chair and Vice-Chair to the Outdoor Access Forum.

1. Introduction

In June 2003, the Corporate Services Committee approved the formation of the core group of the North Ayrshire Outdoor Access Forum, comprising access users, agencies, communities and land owners/managers and the appointment of named representatives. In May 2005, the Corporate Services Committee agreed that the core group would fulfil the function of the statutory forum as required by Section 25 of the Land Reform (Scotland) Act 2003. Since then, the Statutory Forum has been instrumental in the development and implementation of the Outdoor Access Strategy and is actively involved in the preparation of the Core Path Plan.

2. Current Position

Previously an Elected Member of the Council has fulfilled the role of Chair of the Statutory Forum and another Elected Member has fulfilled the role of the Chair of the wider Contact Group. The revised good practice guidance on Local Access Forums produced by the Paths for All Partnership (PfAP) and Scottish Natural Heritage (SNH) advises that Statutory Forums should now be moving towards independence.

It highlights that all members of the Forum are eligible for the role of Chair but that, if members of the Access Authority or Officers are chosen, they must clearly separate their role in the Forum from their role within the Authority or public agency.

In accordance with this guidance, the Forum has discussed the issue of the appointment of a Chair and Vice-Chair. Proposals for the role of Chair were invited and it was agreed at the April Meeting that a landowner representative, Luke Borwick should be recommended for appointment as the Chair of the Forum.

To ensure continuity and to provide support to the new Chair, the Forum agreed that the Elected Member appointed to the Forum should be recommended for the role of Vice-Chair. In March 2007, the Planning Committee approved the appointment of representatives to the Outdoor Access Forum. Since that date, new landowner representatives have been identified for recommendation as substitutes. Appendix 1 provides the details of the proposed Chair and new representatives.

3. Proposal

It is proposed that the Committee approves the appointment of the representatives, Chair and an Elected Member (to be confirmed) as Vice-Chair.

4. Implications

The proposals aim to ensure that the forum is representative and balanced thereby by ensuring it can

meet its statutory functions, fulfil its role as a statutory consultee and assist the Council in undertaking its statutory obligations and powers.

5. Consultation

The existing Forum representatives have been consulted on the proposed appointments and agree with the proposals.

6. Conclusion

The overall aim is to develop a balance and an inclusive approach to outdoor access development and the implementation of the Land Reform legislation. A wide range of the objectives of the Council and Community plans will be addressed through this process.

IAN T MACKAY
Assistant Chief Executive (Legal and Protective)

Reference : 0UTA/01/03/LK/JP

For further information please contact Louise Kirk, Access Officer , on (01294) 225198

Background paper:

Local Access Forums - A guide to good practice (Second Edition), 2006, Paths for All Partnership and Scottish Natural Heritage

Appendix B – Appendix 1

The following table highlights the proposed Chair and Vice Chair of the Forum

Role	Name	Organisation
Chair	Luke Borwick	Scottish Rural Property and Business Association
Vice Chair	Elected Member	North Ayrshire Council

The following tables highlight the proposed membership of the Forum. Substitutes will continue to attend meetings in the event that a main representative is unable to attend.

Main representatives

Interest Group	Name	Organisation	Status
Access Users	David Clegg	Garnock Canoe Club	New representative
	Jean Highet	Cunninghame Ramblers Association	Existing representative
	Rob Loney	British Horse Society Scotland	Existing representative
	Gerard Tattersfield	Arran Bike Club	Existing substitute
Agencies	Annique Armstrong	VisitScotland	New representative
	Bruce Davidson	East Ayrshire Woodlands	Existing substitute
	Frazer Mitchell	Strathclyde Police	New representative
Communities	Louise Dickson	Irvine Community Council	Existing representative
	James Muir	Beith and District Community Council	Existing substitute
	Dick Sim	Arran resident	Existing representative
Landowners / managers	Luke Borwick	Scottish Rural Property and Business Association	Existing representative
	Kenny Burns	Southannan Estate	New representative
	Kate Sampson	National Trust for Scotland	Existing representative
	Alex Millar	National Farmers Union Scotland	Existing representative

Substitutes

Interest Group	Name	Organisation	Status
Access Users	Brian Anderson	Sustrans Volunteer Rangers	New substitute
	Ron Cooper	Access users	New substitute
	Christine Jeffers	Cunninghame Ramblers	New substitute
	Pat Somerville	British Horse Society Scotland	New substitute
Agencies	Peter Downes	Ways to Walk	Existing substitute
	Tommy Loudon	Farming Wildlife Advisory Group	New substitute
Communities	Norman MacGillvray	West Kilbride Amenity Society	Existing substitute
	Frank Corcoran	Cumbræ Initiative Group	Existing substitute
Landowners / managers	Charles Fforde	Arran Estates	Existing substitute
	Andrew Walker	Forestry Commission Scotland	New substitute
	Alistair Logan	Landowners	New Substitute

Appendix C: North Ayrshire Outdoor Access Forum AGM Provisional programme

The provisional programme for the AGM is as follows:

10.00am	Forum Meeting Agenda to be confirmed
11.00am	AGM commences: Welcome from Chair Highlighting the format for the meeting, housekeeping issues, etc
11.10am	Presentation from Access Officer on projects/progress Highlighting the progress made and projects undertaken in 06/07 and projects for 07/08
11.30am	Presentation from the Paths For All Partnership (PfAP) on the national perspective in relation to Local Access Forums and good practice
11.50am	Presentation from SNH on the national perspective in relation to core path planning
12.10pm	Questions and Answers Session
12.30pm	Lunch and networking opportunity Stands from: NAC, PfAP, SNH, CMRP, SWT, Sustrans,
1.00pm	Launch of second round of informal consultation on CPP by Chair
1.10pm	Presentation on progress made to date on CPP by Access Officer
1.30pm	Opportunity for participants to comment on CPP proposals
3.00pm	Close of meeting