

PROTECTIVE MARKING

RIGHTS OF WAY WORKING GROUP

Meeting Type:	DoO Governance Group Meeting
Date:	4 th June 2025, 10:00 – 12:00
Venue:	MS Teams
Meeting Chair:	Andrew Woodin (SCC)
Attendees:	SZC – Richard Bull (RB), Daniel Piercy (DP) – (Observer), Rebecca Quigg (RQ), Jen Mills (JM) – (Observer), Michelle Emmerson-Grey (MEG) – (Observer), John Pelham (JP) – (Observer), Caitlin Murphy (Secretariat) – (Observer) ESC – Sarah Potter (SP) SCC – Andrew Woodin (AW), David Falk (DF) – (Observer), Benjiman Grapes (BG) – (Observer), Steve Merry (SM) – (Observer)
Apologies:	Annette Robinson (AR) – (SCC)
Meeting Record produced by:	Caitlin Murphy (SZC)
Next Meeting Date:	2 nd September 2025

Summary / Key Discussion

Meeting Notes:

Actions raised during the previous meeting:

Date Raised	Ref.	Description	Lead	Date Due
13/08/2024	1	SZC to come up with draft comms plan outlining core principles, technology to be utilised, and methods to keep the general public informed to ensure transparency accuracy	SZC	Next meeting
13/08/2024	2	DAR to engage with Paul Lennon and Daniel Piercy on practicalities of signage and strategies for its optimisation. Paul Lennon is the SZC Senior Comms Manager	SCC	Next meeting
13/08/2024	3	SZC to report technical solution for continuously updating the status of public rights of way and the functionality of this system. Additionally, they are to explain how this system will interface with the project's road closures and whether a combined approach is feasible	SZC	Next meeting
04/12/2024	4	RQ and DP to discuss communications plan on regional and wider levels, as well as how to ensure information is easily accessible for visitors. Additionally,	SZC	Next meeting

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		need to decide if the plan should stand alone or be part of a larger package on road network and disruptions		
12/03/2025	5	SZC to scope the key objectives, work through the details and document the next steps of the Communications Plan, including creating an interim status update to maintain a live record of the status of public rights of way. SZC to provide an update on Communications Plan strategy within the next month	SZC	Next meeting
12/03/2025	6	SCC to review the suggestion regarding the PRoW network extension along Fen Lodge Road.	SCC	Next meeting
12/03/2025	7	SCC to keep SP informed on key PRoW works they are aware of, that they believe would be likely to generate queries from members of the public	SCC	Next meeting

Review of previous actions:

- **Action 1:** to be covered in comms plan
- **Action 2:** to be covered in comms plan
- **Action 3:** to be covered in comms plan
- **Action 4:** to be covered in comms plan
- **Action 5:** to be covered in comms plan
- **Action 6:** ongoing. AW to pick up with AR
- **Action 7:** closed
- RB stated that SZC, led by JP, has made significant progress on the technical platform (GIS system) to support comms plan. This will allow for real-time updates on public rights of way across the area, which is essential as PROW diversion activities are expected to increase in the coming weeks.
- The comms plan will become a standing item on the agenda.

Action – JP, BG, and MEG will collaborate to refine the technical platform and identify their areas of focus moving forward

Introduction of New PROW Managers

BG update

- BG is reviewing the various PROW projects, considering mapping requirements. BG will develop a GANTT chart and will connect with NSIPs to identify areas of interaction.
- BG requested to be kept informed about SZC's plans and activities as they progress with the GIS system.
- RB was keen to see work starting and sees green access improvements as a core SZC legacy.

Action – BG to be kept informed about SZC's plans and activities as they advance with the GIS system

- BG explained the next steps include conducting risk assessments, visiting sites, and ensuring compliance with SCC policies.
- DF mentioned that he and BG are identifying key stakeholders, including those in tourism and public rights of way. BG is compiling contacts at town and parish councils and will seek MEG's help in connecting with community groups.

JP Update

- JP has completed the implementation plan for the Sizewell Link Road (SLR) and is currently addressing issues related to Benhall 28 on the Two Village Bypass and the PPO diversion.

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- BG raised the standardising of signage, and indicated that he will work collaboratively with JP, DAR and MEG to develop a template.
- RB emphasised the importance of gathering feedback from the team as they make rapid progress. He suggested the need for a clear reporting mechanism on PROW activities, including an outward-facing update that can be attached to meeting minutes and shared with the public to enhance engagement and inform them about upcoming PROW changes in specific areas. RQ suggested also using the transport forums as an effective means of sharing information publicly.
- AW mentioned that establishing clear priorities and their sequencing is essential. BG plans to connect with various projects to understand their priorities and collaboratively create a plan.
- RB stated efficient delivery of Major Roads, specifically the Sizewell Link Road and Two Village Bypass, is a top priority for SZC. Effective coordination with councils will be crucial to manage the PROW impacted by these projects, and discussions with delivery managers and PROW representatives are necessary to establish the best way to proceed.
- AW requested to be kept informed about key stages in the SLR project, including proposed diversions and any temporary measures.

Action – SZC to keep SCC informed on key stages in the SLR project, including proposed diversions and any temporary measures

Comms Plan

- BG, JP, and Michelle will share updates on the progress of the communications plan at the upcoming meeting, and they will hold monthly meetings to review their achievements and plan future actions.

Action – A draft of the communications plan will be circulated before the next meeting for discussion. This draft will outline the structure, technical inputs for public communication, and any proposed solutions

Horizon Scanning

- SP mentioned working on the PPO diversion for the Benhall Site, which required a rerouting of the proposed path due to feedback from nearby property owners.
- SP requested to be kept informed about prioritisation efforts, particularly when priorities are established, so she can relay this information to ESC.
- RQ offered to provide insights from traffic management meetings that impact public rights of way, ensuring that information is accurately updated.
- RB emphasised the importance of getting development underway while managing public rights of way effectively. RB expressed the need to highlight the benefits and opportunities of the PROW network, focusing on creating a lasting legacy. While facilitating the project and managing the PROW fund, it is also essential to consider additional legacy elements that could enhance the overall initiative. RB noted especially extending the proposed Aldeburgh cycle track northwards beyond Minsmere.
- AW noted the importance of collaborating with ESC on the tourism fund. BG will reach out to explore potential synergies between the two funds.

Action – BG will investigate opportunities for collaboration between the RoWWG and ESC regarding the tourism fund

- DF raised the issue of wheelchair access, stressing the importance of ensuring that surfaces are suitable for wheelchairs, particularly on the trail from Aldeburgh to Southwold Pier.
- SM highlighted the B1122 repurposing scheme, which is part of the Local Road Improvement initiative. This project aims to create an east-to-west lateral link from Darsham railway station to Westleton. The area features numerous lanes and public rights of way that will need to be integrated into the overall PROW framework.

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AOB

- AW raised the need for an update on construction projects from SZC at the Local Access Forum meeting scheduled for October 2025. RB affirmed that SZC would be able to provide this update.
- SZC confirmed they send out the agendas (following liaison with SCC).

Actions agreed in meeting:

Date Raised	Ref.	Description	Lead	Date Due
04/06/2025	1	JP, BG, and MEG will collaborate to refine the technical platform and identify their areas of focus moving forward	JP, GB, MEG	Next meeting
04/06/2025	2	BG to be kept informed about SZC's plans and activities as they advance with the GIS system	SZC	Next meeting
04/06/2025	3	SZC to keep SCC informed on key stages in the SLR project, including proposed diversions and any temporary measures	SZC	Next meeting
04/06/2025	4	A draft of the communications plan will be circulated before the next meeting for discussion. This draft will outline the structure, technical inputs for public communication, and any proposed solutions	ROWWG	Next meeting
04/06/2025	5	BG will investigate opportunities for collaboration between the RoWWG and ESC regarding the tourism fund	BG	Next meeting