

101411841

Revision 01

RIGHTS OF WAY WORKING GROUP

NOT PROTECTIVELY MARKED

Meeting:	4 th December 2024, 11:00-12:30
Location:	MS Teams
Chair:	Andrew Woodin (SCC)
Attendees:	SZC – Daniel Piercy (DP), Rebecca Quigg (RQ) – (Observer), Caitlin Murphy (Secretariat) – (Observer) ESC – Emma Devereux (ED), Sarah Potter (SP) – (Observer) SCC – Andrew Woodin (AW), David Falk (DF)
Apologies:	Richard Bull (RB) - SZC, Annette Robinson (DAR) - SCC, Steve Merry (SM) - SCC

Meeting Notes:

INTRODUCTION AND REVIEW OF PREVIOUS ACTIONS

Actions raised during the previous meeting:

Date Raised	Ref.	Description	Lead	Date Due
13/08/2024	1	RB to distribute the protocol for meeting minutes to help the group adhere to the established timelines	SZC	08/10/2024
13/08/2024	2	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	08/10/2024
13/08/2024	3	DAR to engage with Paul Lennon and Daniel Piercy on practicalities of signage and strategies for its optimization. Paul Lennon is the SZC Senior Comms Manager	SCC	08/10/2024
13/08/2024	4	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	08/10/2024

- **Action 1:** has been circulated with group
- **Action 2:** DP to follow up with RB. RQ has discussed with RB and the communications team about potential actions to expedite this matter. RQ will investigate this
- **Action 3:** DP to follow up with DAR
- **Action 4:** RQ mentioned that there is an ongoing process to ensure alignment between road closures and road space bookings. RQ will incorporate this into the communications plans to determine the best approach.

Requirement 10 Implementation Plans

- Bridleway 19 Diversion:
 - The implementation plan for the Bridleway 19 diversion has been drafted in accordance with the technical approval drawings and will be submitted once technical approval is granted.

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- Green Rail Route:
 - Implementation plan drafted and submitted on 29th of November.
- Sizewell Link Road and Two Village By-Pass:
 - SZC is engaged with Steve Merry and team regarding the technical approval process. Once the submission packs are fully submitted and determined, the implementation plan for these two schemes will be submitted.

Friday Street PRow:

- SZC plans to divert an existing path due to the need for a larger water basin. SZC will submit a public path diversion order to ESC, but this process can be lengthy if objections arise. If so, SZC may withdraw the submission and apply to make a non-material change to the DCO. A temporary diversion is also being considered to start work on the basin without removing the existing path until the permanent diversion has been approved.

Governance Group Protocol

- Group reviewed the updated Governance Group Protocol document. It was agreed any matters not relevant to the business of the RoWWG would not form part of the formal meeting nor its minutes.

Recruitment

- SZC Recruitment: SZC has interviewed two candidates for the Rights of Way position and anticipates making an offer within the next few weeks. The goal is to have the new hire in place by early 2025.
- SCC Recruitment: DF advised the request for authority to recruit the SZC Green Access Delivery Manager would be considered later in December. Once approved, the post will be advertised in January/February 2025, with interviews in early March and someone in post by early April. There have already been two expressions of interest.

Communications Plan

- AW explained that the communications plan operates on two levels. First web based information on current and future PRow changes and second information on the ground. Significant changes to the PRow network will occur as SZC progresses (e.g., Two-Village Bypass, Sizewell Link Road, Green Rail Route). It's crucial to publicise these changes to prevent users from encountering disruptions. Pre-warning the public and providing accessible information, along with clear signage, is essential.
- RQ requested a discussion with DP, believing there is ongoing work to address this on a wider level. The focus is on understanding developments on a regional level, as well as ensuring timely, accessible information for visitors on a wider level.
- RQ suggested integrating operational work with communications and proposes collaborating with DP early next year to join these up. They need to decide if the plan should stand alone or be part of a larger package on road network and disruptions, aiming for an integrated approach on the website for navigation and services.
- DF mentioned that Annette shared a walking guide leaflet and would like to provide feedback on its usability and mapping. DF is happy to review materials, offer comments, and suggest improvements to RQ.
- DF provided an update on a meeting with a tourism representative. They discussed integrating the tourism industry with Rights of Way projects, exploring how to connect both funds for complementary works. Recent projects include QR code trails that provide information, videos, and images, enhancing tourism infrastructure. DF believed this could create attractive routes and leave a positive legacy of improved access for in the area.
- DF suggested collaborating with tourism colleagues at ESC to integrate projects and add value, such as including restaurant menus on QR codes along trails etc. There is potential for more tourism-related products, but rights of way funding would not cover this, therefore collaborating with the Tourism Fund would be beneficial.
- Additionally, this initiative involves engaging with businesses. It is a positive step that may alleviate concerns about reduced visitors, as a fully accessible trail and network would be a strong attraction and leave a lasting legacy.

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- DF explained that currently, QR codes direct users to the Discover Suffolk website, which serves as a hub for further links. The biggest issue is ensuring people have a 5G signal in the countryside.

Action – 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, need to decide if the plan should stand alone or be part of a larger package on road network and disruptions. Involve DF at the appropriate point.

Next Meeting

- 2025 meetings have been scheduled and invites have been sent out.

Actions raised during the 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	SZC	Next meeting

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		the general public informed to ensure transparency accuracy		
13/08/2024	2	DAR to engage with Paul Lennon and Daniel Piercy on practicalities of signage and strategies for its optimization. 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, need to decide if the plan should stand alone or be part of a larger package on road network and disruptions	SZC	Next meeting

Author: Caitlin Murphy (SZC)