



**Minutes of Dundee Local Access Forum
Committee Room 2, City Chambers, Dundee
Monday 20th January 2014, 7- 9pm**

Core Group
PRESENT:

David Martin	Chair and Cycling Groups
Roy Partington	Vice Chair and Scotways
John Whyman	Secretary Access Officer DCC
George Potts	Nature Conservation
Carole Bailey	Stobswell Forum
Andrew Llanwarne	Dighty Connect/STRIDE
Mary Holligan	

APOLOGIES:

Pam Watson	BHS
Liz Dinnie	Hutton Institute
Georgina Bowie	

No	Item	Action
1.	Welcome & Introductions D Martin Chair.	
2.	Minutes of previous meeting Approved by Roy, seconded by George	
3.	Matters arising from the minutes of 26/08/2013 Point 6.1 Roy has contacted Scotways re Heritage Trails. Although interested, Scotways are looking at Heritage Paths and do not have sufficient funding to include Heritage Trails. Point 8 John explained that the Professional Dog Walkers workshop attracted 25 dog walkers. The organisers will produce a report in the coming months. Point 9 Pitnappie Cutting. Funding in place to get full survey and project plan by March 2014, prior to a full grant submission.	JW
4.	Promotion and Infrastructure a) Planning Applications. A Proposal of Application Notice has been submitted to the council for the Western Gateway Development. Springfield have included dates for consultation 12-8pm 22 nd Jan at DCA, 12-8pm 23 rd Jan at ex-Swallow Hotel. George, Roy, David and Pam are to attend. b) Dighty Heritage Trail. Andrew is making progress and hoping to complete by March. c) Capital works. John reported that work on the Green Circular at Trottick is complete and MTB trail at Templeton will be underway 3 rd Feb to 28 th Feb. Plan for 2014-5 includes resigning Green Circular and improving some short sections of Core Path. Some cash maybe retained for reconstruction of Law steps if HLF application is successful. d) Access in Waterfront. ICE meeting was attended by Roy and Andrew. The	GP, RP, DM, PW AL JW

	<p>presentation raised concerns with those present about the depiction of cycling on wide multi lane roads, cycling amongst pedestrians in close proximity to buildings such as the new station, bus provision, and pedestrian crossing locations. Mary raised the article from the Courier suggesting that a path along the shore at the airport may be looked at positively be HIAL. John reported that Ramblers have made an approach to the Council for the inclusion of Medal Routes in the Central Waterfront. Andrew has approached Living Streets to see if a presentation form the Waterfront Team could be made to local Living Streets group.</p> <p>e)Gritting Key active travel routes. Not yet been an issue this year</p>	
5.	<p>Responsible Access</p> <p>a) Cycling on footways. Problems noted, but no further action identified</p> <p>b) Access with dogs. Dundee City Council are looking at problems with irresponsible dog walking particularly in cemeteries where complaints are still coming in. John has been comparing different Local Authorities rules for dogs in cemeteries, many of which do not seem to comply with the Land Reform Scotland Act. John to draft a letter to the National Access Forum asking if this should be looked at in the Land Reform review process. Complaint also received about a lady with 10-12 dogs off lead on Caird Park Golf Course</p>	JW
7	<p>Outdoor Access Strategy – Action Plan</p> <p>No comments received on Action Plan and monitoring. John explained that the first monitoring will be carried out in April after AGM but information will be available by the next Core Group meeting.</p>	JW
8.	<p>Other Access Related Issues</p> <p>20mph zones. Carole reported that any 20mph zone would be generally supported by the Stobswell Forum. David suggested he would try to find a speaker on the subject as there seemed to be momentum in other cities. Roy asked about the proposed crossing of Riverside at the entrance to the Nature Area. John thought that the crossing would not be going ahead as the Park 'n' Ride was scrapped. Roy to see if the Riverside Friends would make a request to the council.</p>	JW RP
9.	<p>AOCB</p> <p>a) AGM. 21st April, Baxter Park as usual. Carole suggested keeping the presentations shorter or reducing the number. Possible presentations from</p> <ul style="list-style-type: none"> - Liz Dinnie's work on the varied roles of Local Access Forums research project from Hutton Institute - Twenty's Plenty, David to investigate possible speaker - Waterfront - Mountain Bike Trail project <p>b) Kiltwalk John reported this successful event was coming to Dundee 5th October, possibly 1000 people walking the Green Circular charity event.</p> <p>c) Pedal on Parliament. David explained that an event may be coming to Dundee</p>	JW DF JW DF
10.	DM – Closed the meeting	
11.	DONM –21st April AGM 2014 – Baxter Park, 7-9pm	All

Draft



**Dundee Local Access Forum
Annual General Meeting
Held in Baxter Park, Park Centre. Dundee
On Monday 21st April 2014 7pm**

Present:

David Martin (chair) Cycling Groups
Roy Partington (vice chair) Scotways
John Whyman (secretary) Outdoor Access Officer

Core Group:

George Potts Nature Conservation
Andrew Llanwarne Dighty Connect Project/STRIDE
Carol Bailey Stobswell Forum

Apologies:

Georgina Bowie CRAIC
Pam Watson British Horse Society
Andrew O'Malley West End Community Council

Wider Membership / In Attendance:

Alan Young West End Community Council
Chris Erskine
Mary Holligan Grove Academy
Liz Dinnie Hutton Institute
Mags Currie Hutton Institute
Elaine Sword Dundee Healthy Living Initiative
Roger Grace Waterfront Team, Dundee City Council
Tom Harwood Scottish Wildlife Trust
Mary Harwood Scottish Wildlife Trust

Apologies:

Art Sangster Community Safety Partnership

No	Item	Action
1.	Chair David Martin, opened the meeting and invited introductions.	
2.	<u>Active Travel Proposals in the Waterfront Development</u> Roger Grace, Waterfront Team Leader, DCC City Development Dept, provided plans of the planned infrastructure in the Waterfront. Roger provided a presentation of the history of the Waterfront from 1990's problems through the ideas, feasibility studies, funding, and planning stages to the current day. The	

	<p>presentation explained many of the problems and opportunities that had arisen as the project developed.</p> <p>Roger explained the plans for the 3 shared use (cycle and pedestrian) routes running North South in the Central Waterfront and including images of the Seabraes rail bridge linking to Perth Road. Toucan crossings are to be included at several road crossing points, with other pedestrian controlled crossings.</p> <p>Questions</p> <p>Roy asked about the road layout and building design affecting wind channelling. Roger explained that the planning applications which come in for the plots will need to address air currents in their design.</p> <p>Andrew asked about the affect of traffic volume on pedestrian crossing time. Roger considered that the busiest traffic periods would be during the morning and tea time rush hours not conflicting with the busiest periods for pedestrians linked to visitor attractions. The one-way traffic and multiple crossing points will also help.</p> <p>Tom asked if building quality would be consistent through the development. Roger explained that this should be picked up through the planning briefs prepared before the plots are available.</p> <p>Chris asked about the spilt between retail units, housing and office accommodation. Roger answered that 3-way equal share was proposed</p> <p>Chris asked about the Tesco's contribution to the Seabrae's bridge. Roger answered that Tesco was not contributing, but Sustrans and the flat builders are.</p>	
<p>3.</p>	<p><u>The varied and evolving roles of local access forums in Cairngorms and Dundee</u></p> <p>Liz Dinnie, James Hutton Institute explained the background to her study. Work started with a predecessor looking at Cairngorm Local Outdoor Access Forum in 2006. Under the Land Reform Act, scope was provided for Access Forums to determine some of their roles. In 2011 it was decided to compare Cairngorms to an urban LAF, and Dundee agreed. Liz provided some summary and concluding observations from her work, asking that the Forum could consider these and provide feedback. Liz explained differences between Cairngorms LOAF and Dundee LAF. Dundee LAF members show excellent knowledge of their local area (more difficult in Cairngorm with remote areas) and were observed to spend time on detail such as surface construction. Liz also had noticed that the LAF was a platform for reporting problems with the network to the Local Authority.</p> <p>A general discussion developed on the "priority of access" from presentation. Liz explained that the Access Authorities of Dundee City Council and Cairngorm National Park Authority attached different priority to access, not the Access Forums.</p>	

4.	<p><u>Access Officer John Whyman</u> John provided information on the purpose of his post, the capital paths projects that have happen over the last year and the involvement with other active travel projects.</p> <p>John listed some of the proposed work for 2014-15 which includes Green Circular signage and Core Path improvement. A large percentage of capital being reserved as DCC contribution for a Heritage Lottery Fund Application for access improvement on Dundee Law. The Outdoor Access Strategy Action Plan is being monitored.</p>	
5.	<p><u>Minutes Of 2012 Annual General Meeting</u> Motion to adopt Proposed George Potts, seconded Carole Bailey</p> <p><u>Matters Arising</u> Waterfront proposal information from last year was updated by Roger’s talk this year.</p>	
6.	<p><u>Presentation of Annual Report David Martin (chair)</u> David explained that the agenda at meetings had been altered to reflect the Outdoor Access Strategy. There were 5 meetings last year. The reduction in road speed limits had been implemented, which the LAF helped to advise the council. Aspirations of prioritising active travel infrastructure continued, as did new initiatives to promote access (for example Dighty Heritage Trail) and responsible access.</p>	
7.	<p><u>Election of Office Bearers</u> All present happy with the continuation of current positions. No one opting to stand down.</p>	
8.	<p><u>AOCB</u></p> <p>Dates For Meetings</p> <p>23rd June 2014 – BBQ at Templeton Woods 25th August 2014 – City Chambers 24th November 2014 – City Chambers 26th January 2015 – City Chambers 22nd April 2015 (AGM) - TBC</p>	
9.	<p>Close of Meeting</p>	
10.	<p>Date of Next Meeting 23rd June 2014 7pm at Templeton Woods</p>	



**Notes of Dundee Local Access Forum
Templeton Woods Visitor Centre
Monday 23rd June 2014, 7- 9pm**

Core Group

PRESENT:

David Martin
John Whyman
George Potts
Andrew Llanwarne
Mary Holligan
Chris Erskine

Chair and Cycling Groups
Secretary Access Officer DCC
Nature Conservation
Dighty Connect/STRIDE

APOLOGIES:

Pam Watson
Mags Currie
Carole Bailey
Roy Partington

BHS
Hutton Institute
Stobswell Forum
Vice Chair and Scotways

No	Item	Action
1.	Welcome at BBQ with T&C	
2.	Dighty Heritage Trail Positive comments received from those included in the draft circulation. George has suggested that fish should be included as part of the Dighty natural heritage and will provide approx. 100 words for inclusion. Andrew advised that this could be included on the Drumgeith section where there was space. David continuing to assist Andrew, and all present appreciated their effort.	GP AL
3.	Dundee Local Access Forum Remit John attended a Scottish Outdoor Access Network event with Access Officers from around the country. The subject was Making the Most of our Local Access Forums. There was some discussion about how variable Forums were in particular how different rural and urban forums were. Discussion with Scottish Natural Heritage and others gave assurance that the forum members could change the constitution of the Forum, broaden the remit to include active travel, health and education representation, and still retain the Land Reform Act core function. John to discuss with the other large urban area Access Officers of Glasgow, Aberdeen City and Edinburgh, the possibility of information sharing between urban forums.	JW
4	Outdoor Access Strategy – Action Plan John provided some statistics from the monitoring of the Strategy, indicating that progress was being made. A report would be distributed in the next few weeks.	JW
5.	AOCB Angus Open Access Meeting was cancelled at the last minute due to lack of confirmed attendees	AL
6.	DM – Closed the meeting	
7.	DONM – 25th August 2014, City Chambers 7-9pm	All



**Minutes of Dundee Local Access Forum
Committee Room 2, City Chambers, Dundee
Monday 25th August 2014, 7- 9pm**

Core Group
PRESENT:

David Martin
John Whyman
George Potts
Andrew Llanwarne
Mags Currie
Jackie McCracken

Chair and Cycling Groups
Secretary Access Officer DCC
Nature Conservation
Dighty Connect/STRIDE
Hutton Institute

APOLOGIES:

Roy Partington
Pam Watson
Mary Holligan

Vice Chair and Scotways
BHS

No	Item	Action
1.	Welcome & Introductions D Martin Chair.	
2.	Minutes of previous meeting Approved by Andrew, seconded by George	
3.	Matters arising from the minutes of 20/01/2014 Point 3 Professional Dog Walkers Workshop. John to chase up the report. Point 3 Pitnappie Cutting. Possible funding from Sustrans. Not sure if new landowner will support the project. Sale goes through in October. Open Day with displays Sunday 31 st August, 2-4 at the path and the Pear Tree Restaurant Point 8 20mph zone extension. Councillors have rejected a proposal for increasing 20mph zones in the city.	JW DM
4.	Promotion and Infrastructure a) Planning Applications. i) Western Gateway. 2 Planning Applications (March and July) from Springfield have been submitted and circulated. Site Plans were viewed and discussed at the meeting. Design and Access statement and other documents can be seen here:- http://www.dundee.gov.uk/citydevelopment/viewcommentplanapps ii) Claverhouse Pub redevelopment. Environment Dept have offered comments to protect the Green Circular and service access to Trottick Ponds. b) Dighty Heritage Trail. Progressing towards print in September. Andrew to circulate final draft. Press launch to be arranged. c) Capital works. Green Circular signage project should be completed by the end of the year. City Development projects include widening the Green Circular at Riverside (started), Docks bypass (started but on hold) and Seabraes bridge (to be started this year)	All AL JW

	<p>d) Access in Waterfront. Final routes to be included in revised cycle map.</p> <p>e) Gritting Key active travel routes. Note missed routes as we head to winter.</p> <p>f) Walkit.com Andrew suggested that as other cities use this, Dundee could too. John suggested there may be some overlap with dundeetravelinfo.com. John to raise with DCC's John Berry.</p> <p>g) Events - Cyclathon 14th September, Kilt Walk 5th October</p>	All JW
5.	<p>Responsible Access</p> <p>a) Cycling on footways. David offered to discuss with Trudy Cunningham to ensure all new students were informed of the law. John has contact Liz Kay of the Community Safety Wardens to clarify their view and that of the police.</p> <p>b) Access with dogs. John provided a summary of the council's draft dog action plan which aims to encourage better dog control and less fouling</p>	DM JW
6.	<p>Statutory Functions</p> <p>a) Section 11 Applications – none received</p> <p>a) Blocked Core Paths etc. Andrew reported CP18 Claverhouse to Emmock was blocked with overgrown vegetation. John agreed to look into ownership and to contact the owners</p>	JW
7.	<p>Outdoor Access Strategy – Action Plan</p> <p>John circulated the 2013-14 monitoring report on the strategy action plan, which was welcomed.</p>	
8.	<p>Other Access Related Issues</p> <p>David reported on the BBQ meeting at Templeton</p> <p>Andrew asked if the national walking strategy Let's get Scotland Walking would affect the work of the forum. He will look at the document after the Heritage Trail is complete.</p>	AL
9.	<p>AOCB</p> <p>a) LAF operating procedures and membership. After some discussion it was agreed that John should make contact with Aberdeen Outdoor Access Forum with a view to setting up a meeting with our closest urban forum. All to offer to John suggestions of addition organisations/areas to be represented. Suggestions at the meeting included disabled groups, health groups, education and further education representation.</p>	All/JW
10.	DM – Closed the meeting	
11.	DONM –24th November 2014 – City Chambers	All

	<p>planning applications when they are on line.</p> <p>b) Dighty Heritage Trail. Complete and available. Group agreed thanks to Andrew. George to find fish references. Online feature being developed.</p> <p>c) Capital works. Signage improvements – Tayside Contracts about to start.</p> <p>d) Access in Waterfront. Roy advised of communication with Cllr McPherson who reported that the pedestrian crossing at the entrance to Riverside Nature Park should be in place by 2017.</p> <p>e) Gritting Key active travel routes. All asked to monitor local footways over the winter and check with My-Dundee mapping feature here.</p>	<p>AL</p> <p>All</p>
5.	<p>Responsible Access</p> <p>a) Cycling on footways. John will chase up communication with Community Safety Wardens. David has spoken to Trudy Cunningham at Dundee University and confirmed students are given information about cycling responsibly, including not cycling on footways.</p> <p>b) Access with dogs. John gave an update. Consultation with dog interest parties continuing.</p>	<p>JW</p> <p>JW</p>
6.	<p>Statutory Functions</p> <p>a) Section 11 Applications – none received</p> <p>b) Blocked Core Paths etc. CP 18 is Council owned. John is contacting the stables to find out if they can use it to help keep it open. CP 11 Miley is blocked with flooding. If other paths are block with flooding, please contact John. John to visit the Miley.</p>	<p>JW</p>
7.	<p>Outdoor Access Strategy – Action Plan</p> <p>Monitoring for next year being prepared</p>	
8.	<p>Other Access Related Issues</p> <p>Broughty Ferry LNR path at flats. George reported that the BF Community Council has pointed out to planners that there was a condition to open a path. Planners have responded that a completion certificate has not been issued yet.</p>	
9.	<p>AOCB</p> <p>a) LAF operating procedures and membership. John has contacted Aberdeen and Edinburgh Access Officers and has exchanged communication with Aberdeen OAF Chair who is very interested. Before committing time to a meeting, it was agreed that we put together three lists before the next meeting:-</p> <ol style="list-style-type: none"> 1) our accomplishments over the last few years (for example publications, input to Core Path Plan and strategies etc) 2) issues which members feel restrict the forum (including our current operating principles/constitution which restricts the organisations that are open to join the forum - Dundee does not need a canoe representative, and will never have 4 landowner reps for example) 3) aspirations of members for outcomes of the forum (applying for funding for projects and publications, specific activities promoting outdoor access, providing advice for infrastructure improvement for example) <p>Discussion included a new structure and name change as well as possible other people to invite. John to circulate the current constitution and ask for input to the lists. Proposals need to be firmed up for the next meeting it changes are to be brought in at AGM in April.</p> <p>b) AGM possible speaker – Phil Nowotny of Sustrans and Tactran on the Tactran Walking and Cycling Strategy and European Active Travel promotion</p>	<p>All/JW</p>
10.	<p>DM – Closed the meeting</p>	
11.	<p>DONM – 26th January 2015 – City Chambers</p> <p>22nd April 2015 (AGM) - TBC</p>	<p>All</p>