

ACTIONS #	ACTIONS	ACHIEVED IN FULL	ACHIEVED IN PART	NOT ACHIEVED	NARRATIVE EXPLANATION OF ACHIEVEMENT	OUTSTANDING WORK	SUGGESTIONS FOR NEXT PHASE	LEARNING FROM THIS ACTION	OTHER COMMENTS
1	Complete a review of the Definitive Map	x			Published the definitive map. But it's a continuous process.		Continue to review the definitive map on an on-going basis. Republish the definitive map.	Better to have defined actions so you know if you've achieved them.	
2	Improve the procedures for keeping the Definitive Map up to date		x		Still things to do. The processes have been updated. ROW Officer's reports are more in-depth. The Authority is much more familiar with Public Enquiry processes.	Could do with refreshing the Application Pack and Guidance that goes with Wildlife and Countryside Act orders.	Refreshing the Application Pack and Guidance that goes with Wildlife and Countryside Act orders. Any amendments depending on forthcoming Welsh Government changes in statute and policy.		
3	Develop and maintain a register of information relating to PROW applications and declarations, as required under the PROW (Registers)(Wales) Regulations 2006		x		Not complying with the regulations at the moment because they're required to be online in a searchable database. Do have static/paper registers that people can come and inspect. They're not by postcode. Authority is working on them.	An electronic searchable database.	Ensuring compliance with the online requirements.		
4	Formalise the system for responding to requests to remove obstructions* * Examples of obstructions include crop growth, ploughing, fallen trees, man-made barriers, and verbal.	x			Have implemented CAMS database. Most of the requests get passed through that.		Refine the systems and target dates related to the database.		
5	Take opportunities to improve the PROW network through conditions or obligations on planning applications associated with development proposals		x		Never been sure on what this objective was intending; can't put obligations on things already covered by statute. But do put on advisory notices to make contact with ROW team. The Council's S106 officer includes ROW team on the list when monies are available, so ROW team can bid in.		Do tend to have difficulties with big developments, but not sure how this would translate into an action. Continue to take advantage of S106 and its replacement.	Not sure what achieved in full would look like.	
6	Carry out a condition survey of surfaces and furniture, and review it regularly	x			2011 commissioned 100% survey of the network. Provided the baseline data for CAMS. Since then, have kept the database as updated as possible. Have been continuing BVPI-type data collection surveys, and also promoted routes are surveyed bi-annually.		They are changing the methodology slightly on how surveys are done. Sample over 5 years will give 100% over the entire network.		
7	Devise and introduce a county policy/standard for maintenance of furniture and surfaces, based on lifecycle analysis, environmental factors and access for all		x		Thinks it was done very early on. ROW Operations Manual attempted to quantify the cost of maintaining the network through lifecycle analysis. Done, but not much used.		Develop a contractor-facing booklet of technical specifications.	Format not particularly useful. Monmouthshire approach may be useful.	Formalise the manner in which we tender and appoint contractors, so that we're definitely covered for CDM regulations
8	Devise and implement an effective information base to ensure that environmentally sensitive areas are recognised and the appropriate agencies consulted for all works	x			Available through GIS, layers are set up to be able to check it.		Project documentation/standard form, to ensure that key things are checked e.g. SSSI, SAC, SAM, land ownership and watercourses.		
9	Full implementation of Countryside and Access Management System (CAMS) for ongoing maintenance management	x			It's up and running, the means by which data is recorded. It is a less efficient means of doing day to day management.		Full implementation of a management system for ongoing maintenance management. CAMS is a specific product from a specific company, which is an issue for the tendering process.		
10	Carry out an annual clearance programme for priority routes and review the programme annually	x			Working quite well. Contract is let year on year. Have made significant savings over the last 10 years. Have tested the market and gone external.		Continue to run as at present.		
11	Aim to remove of all obstructions on PROW within 2 months of notification		x		Have c. 790 issues logged on their database. Probably haven't got a systematic approach in place, but not sure this is possible with the existing capacity.		Can use the ROWIP when challenged, or if taking people to court, so it is more useful to set out priority maintenance schemes, and for enforcement, to be clear about what forms of enforcement can be taken and the circumstances for when they'll be taken.	Doesn't say anywhere about routine maintenance tasks or improvements. He feels as if it's more an enforcement point.	
12	Carry out a 10% random sample survey of the ease of use of paths each year*	x					Aiming to increase the proportion, but don't want to be tied. Want the survey methodology to allow them to get to a full survey over an extended period of time.	Don't want to be bound to 10%	

13	Catalogue and prioritise improvements to coastal path and coastal access routes including surfacing, signage and fencing	x					Need an action for improvements in general, not just coastal access. And also something around maintaining the network and protecting it.	Need something general to tie things in for grants.	
14	Extend partnership working, with Valeways and others		x		With Valeways, authority has reduced their grant, but continue to work alongside them and have regular user group meetings with them, and other groups e.g. Ramblers.		Would like to do more with Community Councils.		
15	Secure suitable funding opportunities to enable implementation of the ROWIP		x		Lots of success with ROWIP funding, Coastal Access Fund, partnership grant, RDP,S106. Maybe others earlier on.		Future period will be even tighter in future. Will need to be more creative for finding funding.	Would never be entirely complete.	
16	Identify specific staffing needs to implement the ROWIP		x		Financed staff using ROWIP grant money for some of the time, in particular the republication of the Definitive Map. Went a long way towards it in practical terms.		Leave the action in. Shouldn't be afraid to use consultancy services for task and finish projects to fill gaps.		
17	Promote voluntary support for the network including investigating the potential for volunteer path stewards. (see Action 29)		x		Doesn't know what happened in the early days. Valeways adopt-a-path scheme is set up and working.		Approach needs to be expanded in future. Volunteers doing work on the ground are not a free resource; in order to have a proper volunteer service, you need a paid member of staff to administer, plan the work, lead the work on the day.		
18	Instigate an annual stakeholder meeting to review ROWIP progress and opportunities*. *Starting from the end of Phase 1.			x	Continue to update the LAF which meets three times a year. But not a separate group meeting. Not done because a lot of the actions aren't task and finish, so not easy to tick off. Where there have been specific projects, it's been reported to the LAF. Grant applications are reported through their standard channels. Covered through work with LAF.		A function of the LAF, rather than a specific separate group.		
19	Work with the LAF to identify better ways of engaging stakeholders and volunteers			x	Not much pursued with the LAF. Have discussed with LAF how to get representation from visually impaired and disabled stakeholders.		Probably don't include a similar action. Maybe an action for working with other stakeholders and volunteers, but not specifically aimed at the LAF.		
20	Implement least restrictive access policy for all future maintenance or improvement works following WAG guidance* * By looking at gap – gate – stile in that order, recognising the need to consult with, and gain agreement from landowners while working within the statutory guidance. This guidance emphasises better accessibility whilst consistent with the need to contain or exclude animals.	x			Yes, wherever possible. Landowner has right of veto over structure. Sometimes a stile may be the most appropriate structure, e.g. to ensure people stop before a busy road.		Not a specific action needed.	Moving more to field gates with pedestrian gate in it.	
21	Investigate the potential for a multi-use north-south route through the Central Vale, using the former railway line			x	Most of the cycling provision is handled by a different Authority team. No work done by PROW team.	No work intended by PROW team. Council may be taking this forward, e.g. towards Active Travel.	A more general action to support Active Travel maybe.		
22	Undertake a review of the feasibility of routes noted in the UDP and Walking Strategy			x	Doesn't know which routes were noted. May have happened in the first 3 years, when due for implementation.				
23	Establish a reference group to advise on opportunities to upgrade the network for people with disabilities and less mobile users and implementation of WAG guidance		x		Sought advice/ideas from the LAF. Also, followed other leads but have found it difficult to find representatives for a formal group. Have been able to work with individuals. One person attended two LAF meetings, but then did not return.	Building broader relations with people with disabilities and less mobile users. Hope to build engagement through this review process which will then feed ideas into the next ROWIP.	Will depend on what comes out of the review exercise. Aim to include a broader range of voices generally.	Stakeholder views likely to be limited to areas they can access, rather than the whole network.	
24	Work with cycling interest groups to investigate the creation of cross Vale cycling routes and links	x			Has been done, but not by PROW department.		Maybe something about relationships with other departments in the Council.	Will be interesting in terms of how future legislation works out.	
25	Work with equestrian groups to investigate a more coherent network of suitable routes, including potential upgrading of existing routes to bridleway status		x		Have dedicated another 12km of bridleways as a result of an RDP grant, also have developed and promoted two bridleway routes. Lots in the Cowbridge area.	Still a stark lack of bridleway provision around the county.	Will depend on what comes out of the review exercise. And also the shape of future legislation.		Council opposed the extension of other rights onto footpaths in the recent WG consultation.

26	Work with motorized vehicle interest groups to look at appropriate opportunities for safe driving routes within the Vale			x	No BOATs in the Vale, so haven't had any discussions with any relevant groups. There is a LAF member representing motorised vehicle interests. Not having problems with illegal usage.		Not a priority, uncertain what would be worthwhile.		
27	Establish better liaison with landowners and representatives to ensure best practice, sharing of information and practical management advice (See action idea 20)				Doesn't know what was in place before, which makes it difficult to establish what is 'better'. There are many informal relationships associated with dealings with landowners affecting their land, especially the larger landowners. There is landowner representation on the LAF, and also Cowbridge and Llantwit CC subgroups for access have landowner representation. Have dealings with land agents, CLA etc. as issues arise.		Continue to work within existing forums and channels.		
28	Work with landowners and occupiers to investigate a more coherent network of routes especially for horse riders (see Action Idea 25)	x			Were able to get landowners onside for 12km of bridleways.		Would like to have a couple of hubs of bridleway routes in addition to current ones. And then maybe a linear route to connect them.		
29	Improve partnership working with Community Councils to include investigating path stewardship, community route maps and information boards		x		2 Community Council forums he attends regularly. Also, Gwyn presented to Community Liaison Committee of the Council a couple of years ago, explaining ROW team and its work. Have focussed on existing promoted routes rather than forming new community routes. When republished the Definitive Map, copies were sent to each Community Council, so they have updated mapping of everything in their area. Have put a few information boards up, usually as part of a promoted route or scheme. Have investigated path stewardship and concluded that it's better done through Valeways.		Would be nice to engage with some of the Community Councils more, i.e. the ones with the most interest. To work with them in a way that allows them to get more done in their community; a two-way relationship.		
30	Extend partnership working with neighbouring Authorities, in particular with regard to crossborder routes	x			Good relationships with most neighbours. Developed 2 cross border promoted routes with Cardiff funded by ROWIP grant. Some cross-border routes with Bridgend - not sure if they were done in the early years of this ROWIP or previously. Relations also with both Authorities in relation to Wales Coast Path; new grouping covers Swansea to Chepstow, and share a Coastal Access Officer appointed January 2017, hosted in Bridgend. Previous officer covered smaller area, but was hosted in the Vale. Lots of contact with RCT to the north, shared an officer for the republication of the Definitive Map, continuing to liaise with them on some existing cross-border issues.				
31	Improve the distribution of existing promotional material		x		Thinks it's moved on, in that everything is now online and probably wasn't previously. Have Council webmapping so you can see promoted routes and then click onto promotional materials. No longer attending the Vale of Glamorgan show, State of the County events no longer happening, so fewer opportunities for distributing leaflets in hard copy.		Unrealistic to be attending a lot of events. Ensure electronic availability. Seek feedback from events about how to fill gaps for people unwilling or unable to access materials electronically.		
32	Improve information available on the Council website, including legislation and PROW management		x		Webmapping is good, but could do with improvements.				
33	Continue to produce 3 new circular walks leaflets each year* * Assumes no reduction in currently available resources	x			Pursued quite heavily in early years of ROWIP, but intentionally stopped, in order to ensure proper management of the existing access offer. There was an adequate offer at this point, about 26 routes. Good coverage of circular routes around the county.		Future attention on bridleway routes.		

34	Create promotional material specifically for less able users** ** Recognising the importance of advance information in respect of facilities such as refreshments / toilets / seating Action ideas 32 and 33 should be considered with action 31	x			Been done through Valeways - Easy Walking publication. Very well received, good take-up. Sets out 10 barrier-free, low incline walks.		Review the publication to ensure it's kept relevant and in print, or that there is something similar available.		
35	Develop a variety of additional promotional material, which may relate to health initiatives, access opportunities from main visitor sites and multi use routes		x		Not a lot done. A lower priority, after statutory duties. Have undertaken projects with health partners, e.g. a heart walk, a promoted route in the shape of a heart, with British Heart Foundation. Gwyn attends Cardiff and the Vale healthy eating and physical activity group - lunchtime walks from the workplace suggested walks, about 1 mile, start and finish at Civic Office and Dock Office, printable maps.	Other partners are picking it up in part, e.g. health initiatives.	Like the concept of things to do to get people from transport hubs to areas of interest, e.g. the Wales Coast Path. And making it easy to get from there to areas of economic activity. Inter-connectivity between the ROW network and other areas of activity, e.g. economy, health.		
36	To erect 150 new road side signs per annum.	x			Did until no more places to put them.		Review and replace if necessary.		
37	Provide and maintain up-to-date information boards at key locations* * E.g. car parks, railway stations		x		Information boards in place at various locations, unsure how well they're maintained. No regular officer visits to ensure information is up to date.		Interpretation panels still remain important to provide information at a location. Add interest to some of the promoted routes, especially those for tourists, by doing more on-site, e.g. public art.	Perhaps information boards for live information is a bit out of date. Maybe more needed on social media, and website.	
38	Initiate a survey and review system for monitoring waymarks using volunteers (see Action 17)		x		Yes on promoted routes, but beyond that rely on BVPI surveys and enquiries/complaints from the public.		Continue existing method.	Important to monitor promoted routes where there is a higher level of expectation.	

COMMENTS

Some things aren't easily measurable as achievable or not.
Difficult to know what happened very early on.
New approach will have strategic statement of action, with detailed annual plans.