

Attendees:

Name	Organisation
Simon Pickering (Chair)	Welsh Government – Head of Landscape & Outdoor Recreation
Jont Bulbeck	Natural Resources Wales
Eifion Jones (BBNPA)	Representing the 3 National Park Authorities and 5 AONBs
Adrian Walls	Welsh Rights of Way Managers Working Group
Ben Sears	Welsh Local Government Association

Technical and secretarial support:

Name	Organisation
Joe Roberts	Natural Resources Wales
Jayne Carter	Natural Resources Wales
Helen Lewis	Welsh Government - Landscape & Outdoor Recreation

Key decisions and actions arising	Owner
<p>Notes and actions from previous meeting (25/02/2021)</p> <ol style="list-style-type: none"> Point 1: Reports will be adapted to meet accessibility requirements by NRW's consultants. The WG web team will check the cover pages upon receipt and amend if necessary before publishing on the website. Point 7: WG are content with the level of detail provided in the output reports. Point 8: The final report will be submitted to the Minister by 4 May. 	
<p>Final Report</p> <ol style="list-style-type: none"> The steering group reviewed the draft report and made the following recommendations:- 	

<ul style="list-style-type: none"> • Executive Summaries to be included (NRW are currently drafting these) • Clarity required on whether some of the points constitute comments or firm recommendations – NRW to provide preliminary text to explain the process by which the recommendations have been arrived at and to clarify the status of their advice. • AW raised a specific query around S16 dedication. It was agreed to refrain from incorporating specific technical amendments to the report stage at this stage, but such a issues can be reviewed in greater detail during the next phase if reforms are taken forward. • Heading layouts to be reviewed for consistency between different reform sections. • Table layouts and specifically numbering to be checked for accessibility (NRW confirmed their consultants will do this). • Hyperlink paths to be checked and updated if necessary. • Consideration to be given to separating out the appendices and publishing them independently to the main report. WG to confirm with their web team whether the reports would be better published as two documents or one large report. 	<p>NRW</p> <p>NRW</p> <p>NRW</p> <p>NRW</p> <p>NRW</p> <p>WG</p>
<p>Timeline update</p> <p>5. The final report is on track to be issued to expert group members by 26 March. Members will be asked to restrict any annotations to issues of factual accuracy rather than provide additional commentary at this stage. NRW will provide members with a template to ensure consistency of comments.</p> <p>6. Final submission to the Minister likely to be after the May bank holiday but before the election.</p>	<p>NRW</p>
<p>Any other business</p> <p>7. SP thanked the steering group members and recognised the valuable work of the expert group members in getting the report to this stage. JB also acknowledged the collaborative input provided from other specialist members within NRW.</p>	