

1. Amended Training Notes
2. Attendance Sheet
3. Procedure Team - update

1. Last year [REDACTED] commenced work on updating the Training Notes. I have now completed going through the changes and tidying up the formatting. Whilst there may still be a few tweaks required here and there, I thought it would be helpful to make the revised versions available to you. If you notice anything which in your view requires further amendment, please let me know. Section 12 relating to costs is not attached as I have yet to clear the new text relating to the initiation of costs through [REDACTED] in Costs Branch. I will forward this section to you as soon as it is ready.

As there are a large number of documents, I will forward them to Inspectors over a number of separate emails. If anyone else wishes to have a copy of the Notes please let me know. The rights of way team can access them on the l;drive at [REDACTED]

2. Further to ROW NOTE 2/2016, a further final draft of the Attendance Sheet has been prepared. It now contains a more direct link to rights of way decisions and contains a reference to 'highway authority' in addition to 'planning authority' so it is more multi-purpose. It will be available on PINSnet shortly under forms/procedure forms. As previously advised, this form will not be available online. We have therefore decided to send copies to councils when we confirm a hearing or inquiry date. We will also continue to place copies on case files should you need them. A copy of the final version is attached for your information. Please be advised that ROW Note 8/2011 is hereby withdrawn.
3. As of 29 March 2016 [REDACTED] will be assisting the Plans and LDF Team. We expect [REDACTED] to be away for 2 months although he may be able to help out from time to time. In the interim, his casework has been shared out between [REDACTED] and [REDACTED]. For the time being [REDACTED] will continue with his casework alongside his charting work. A new team list is attached for your information.

If you have any questions with regard to this RoW Note please contact me in the first instance.

Distribution

[REDACTED]
Rights of Way Section
Date: 30 March 2016