



Report to Leeds Local Access Forum

Date: 1 December 2009

Subject: Enquiries and Enforcement Procedures

1.0 Enquiries

1.1 Enquiries made to Countryside and Access relating to Public Rights of Way are made via telephone, e-mail, letter and in person. Since April 2009 all enquiries have been logged using a new report form and recorded on a computer database, to enable the course of the investigation and any necessary actions to be recorded.

1.2 When an enquiry concerning a Public Right of Way issue is received it is categorised into one of five main service function areas and the task of investigating the enquiry is assigned to the relevant officer within Public Rights of Way.

1.3 From the 1 April 2009 to 20 November 2009 approximately 275 enquiries were received. The nature of these enquiries concerned the following broad categories, although some concerned more than one issue :

- Maintenance – 70 enquiries
- Enforcement – 66 enquiries
- Definitive Map – 2 enquiries
- Vegetation – 134 enquiries
- Other – 9 enquiries

2.0 Enforcement

2.1 The enforcement enquiries that have been received can be divided into the following broad categories :

- Hedges and overhanging vegetation – 70 letters generated
- Dangerous stiles – 5 matters
- Barbed / razor wire – 5 matters

- Ploughing – 7 matters
- Crops – 7 matters
- Obstructions (gates , fences etc) – 8 matters
- Trees blocking – 4 matters
- Miscellaneous (rubbish, waterlogging, wrong line being used)

2.2 Once an enquiry concerning enforcement is made or the Enforcement Officer becomes aware of a problem the issue is addressed under one of three main classifications :

- Ploughing and Cropping – Rights of Way Act 1990
- Obstructions – Highways Act 1980 : Sections 137 and 143
- Limitations (gates and stiles) – Highways Act 1980 : Sections 146 and 147

2.3 For information, a copy of the procedures that have been drawn up for each of the above areas is attached to this report.