

## Local Access Forum (LAF) Annual Review Proforma

Reporting year	
Name of LAF	
Name of LAF Chair	
Name of LAF secretary	

### Involvement and Representation

What interests does your current membership cover?

What skills, sectors, interest groups, experience are missing?

Have you had any issues recruiting members from particular sectors?

How have you focussed on improving access for all?

### Leadership and Participation

Have you developed independent leadership from within the LAF?

Does everyone participate equally in meetings?

### Role and Remit

Did your procedures work effectively?

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Are your resources sufficient for your activity?

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Give up to 3 examples of where you have encountered difficulties; explain what mechanism could be put in place to alleviate such issues.

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Give up to 3 examples of advice given by your LAF to section 94 bodies.

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**Open Access Work**

How many Restriction Cases have you been consulted on?

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How many cases have you responded to?

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Detail any informal involvement with Open Access Restriction cases.

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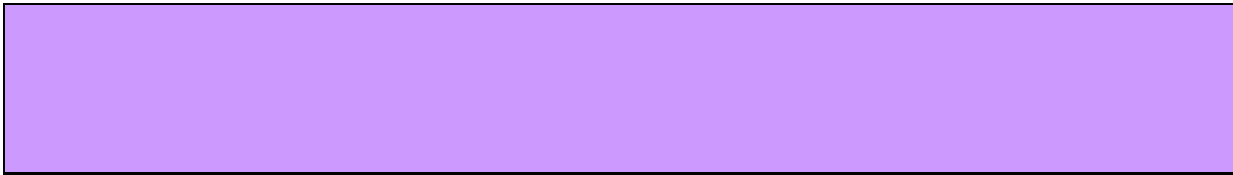
**Teamwork and Consensus**

Have you had conflict and how did you handle it?

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How have you mastered the skill of decision making by consensus?

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**Partnership and Progress**

Do you work well with the access authority? If not why not?

Have you established a clear role for the LAF in the local area?

Were you successful in meeting the achievements set out in your work programme (please provide supporting information)?

Have you achieved something else?

**Profile and Direction**

Is your LAF independent, respected and trusted?

Do you have close relationships with the planning authorities?

Has anything changed over the last year?

What changes / barriers can you see ahead?

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**What are your priorities for the year ahead (list up to 3)?**

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**What support or training do you need to deliver your priorities?**

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**Final comments from Appointing Authority**

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**Final comments from LAF Chair**

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