

New Forest Consultative Panel

**Potential Savings and
Efficiencies**

Cost per meeting Consultative Panel (NPA Only)

		unit	Number	Cost /unit £	Total £	£
Paper	Copying (10 sheets/agenda)	80x10	800		11.16	
Agendas	Envelopes		80		1.64	
	Postage costs		80	1.06	85.00	
	Paper (10 sheets/agenda)	80x10	800		4.00	
	Total Paper agendas					<u>101.80</u>
Room hire	Brock Village Hall hire		1	123.60	123.60	
	Microphones		1	420.00	420.00	
	Total room cost					<u>543.60</u>
Staff time	Room set up	Hours	1.5	25.00	37.50	
	Secretariat (3 officers)	Hours	9	25.00	225.00	
	Agenda setting	Hours	2	25.00	50.00	
	Copying	Hours	1	25.00	25.00	
	NPA Officers incl. CEO x 2	Hours	6	25.00	150.00	
	Minutes	Hours	2	25.00	50.00	
	General admin costs in year				216.50	
	Officer mileage (5x Av 20 mil)	Miles	100	0.45	45.00	
	Total officer expenses					<u>799.00</u>
	<u>Total average cost per meeting</u>					<u>1,444.40</u>

NEW FOREST CONSULTATIVE PANEL



Proposal

- Reduce number of meetings from six (bi-monthly) to four (quarterly)
 - Possibly - March, June, Sept, Dec and use e-mail distribution of agendas wherever possible
- The main statutory bodies to have a regular agenda item to encourage updates to the Panel on relevant projects, similar to the current Forestry Commission slot
- Source keynote speakers which represent the wider interests of the CP Members rather than speakers being predominantly drawn from NPA projects
- Workshop/discussion group sessions to encourage Members to interact with each other and provide feedback on consultations.

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Reasons/benefits

- Cost savings from fewer meetings (estimated at circa £1400 per meeting – see detailed breakdown) further reduced by proposal to move to electronic agendas
- Greater variety of topics which aim to incorporate all the interest groups and encourage debate from organisations which are currently not heard
- To facilitate feedback and comments to Forest wide consultations
- Brings frequency of meetings in line full authority meetings of the NPA, NFAF, FC etc
- Improved CP attendance figures – currently running at below 50%

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Proposed Agenda – with regular agenda items

1. Administration (15 minutes)

- **1.Apologies**
- **2.Confirmation of Minutes**

2. Updates from statutory bodies – items to be notified in advance (40 mins)

- **1.New Forest National Park Authority**
- **2.Forestry Commission**
- **3.New Forest District Council**
- **4.Hampshire County Council**
- **5.Natural England**
- **6.Verderers of the New Forest**
- **7.Wiltshire Council**
- **8.Environment Agency**

3. Workshop/Interactive session (30 minutes)

Discussion on current Forest wide consultations and provide a platform to record and feedback the views of the Panel.

4. Keynote speaker followed by Q&A (30 minutes)

To be drawn from a wide variety of organisations who are either represented on the Panel or who have an interest in the New Forest.

5. AOB – items to be notified in advance if possible (15 mins)

Total time approx. 2 hours

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Purposes of the Panel

Section 1.2 of the Panel's Constitution provides direction with regard to the work of the Panel:

The overall purpose of the Panel is to:

- help ensure the conservation of the special qualities of the New Forest National Park and its environs;
- promote the understanding and enjoyment of these qualities; and
- have regard for people's diverse needs and uses.

