

# Norfolk Local Access Forum

<b>Report title:</b>	<b>NLAF recruitment update</b>
<b>Date of meeting:</b>	<b>30 January 2019</b>
<b>Responsible Chief Officer:</b>	<b>Steve Miller – Assistant Director, Culture and Heritage</b>
<b>Strategic impact</b> The Norfolk Local Access Forum is an independent statutory advisory body that gives advice to Section 94(4) (CROW Act) bodies including Norfolk County Council about making improvements to public access to land for outdoor recreation.	

## Executive summary

Norfolk County Council is currently seeking to recruit 5 new members to the Norfolk Local Access Forum and to invite 15 current members whose terms of office end in March 2019 to seek reappointment.

Supplementary skill areas of benefit to Pathmakers (the NLAF's charitable arm) including leadership, financial management, fund-raising, communications and advocacy will be taken into account during selection of members.

The closing date for applications is 31 January 2019 after which a panel will meet to agree appointments. An induction meeting will take place on 20 March 2019 for new members who will attend their first full NLAF meeting on April 3, 2019.

### Recommendations:

**That the NLAF notes progress to recruit and review membership of the Norfolk Local Access Forum**

## 1. Proposal (or options)

- 1.1. See executive summary.

## 2. Evidence

- 2.1. See background

## 3. Financial Implications

- 3.1. None as a result of this report

## 4. Issues, risks and innovation

- 4.1. None as a result of this report

## 5. Background

- 5.1. Norfolk County Council is the appointing body to the Norfolk Local Access forum and organises the recruitment and appointment of members. The Forum has 22 members drawn from:

- Users of local rights of way or open access land (e.g. walkers, horse riders, cyclists and carriage drivers);
- Owners and occupiers of access land or land over which local rights of way subsist; or
- Any other interests especially relevant to Norfolk.

A reasonable balance of interests is represented on the Forum to avoid dominance by any single interest group.

The term of office lasts for a period of 3 years after which members are asked to reapply.

Currently there are 5 vacancies on the Forum.

Norfolk County Council has advertised the current recruitment via a press notice, social media, direct emails to parish clerks, via NALC, via existing NLAF members, newsletters and to other relevant contacts and bodies.

Supporting documentation for the recruitment has been prepared.

All information and a link to the online recruitment form can be found here:

[www.norfolk.gov.uk/nlaf](http://www.norfolk.gov.uk/nlaf)

### **Timeline for current recruitment/review of members**

#### **10 December 2018**

Application process opens (for new applicants and existing members)

Advertisement placed in local paper, promotion by current Norfolk Local Access Forum/Pathmakers/Norfolk Trails etc.

#### **31 January 2019**

Deadline for receipt of applications

#### **5 February 2019**

Assessment and scoring of applications. Selection panel\* meets to agree recommendations to the EDT Committee. Recommendations sent to EDT Committee.

#### **8 March 2019**

EDT Committee meeting. Appointments approved.

#### **9 March 2019**

Successful applicants notified and invited to the Norfolk Local Access Forum meeting on 3<sup>rd</sup> April 2019

#### **20 March 2019**

Induction for new members

#### **\*Selection Panel**

The Selection Panel comprises representatives from NCC Environment Team and the current Norfolk Local Access Forum Chair and Vicechair. The panel will review the applications for membership of the Forum, assessing the suitability of candidates on the basis of their experience and interest in outdoor access and their ability to make an informed and constructive contribution to improving access provision in Norfolk. The Chair and Vicechair will step away from the meeting when their own applications are under consideration.

The panel will then make recommendations on the appointments to the Environment Development and Transport Committee (the Council's committee with delegated authority to make the appointments).

Supplementary skill areas of benefit to Pathmakers (the Norfolk Local Access Forum's charity) including leadership, financial management, fund-raising, communications and advocacy will be taken into account during selection of

members.

## **Officer Contact**

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

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