

# Norfolk Local Access Forum

<b>Report title:</b>	<b>Recruitment of Pathmakers trustees by the NLAF (draft protocol for agreement)</b>
<b>Date of meeting:</b>	<b>3 April 2019</b>
<b>Responsible Officer:</b>	<b>Steve Miller – Assistant Director, Culture and Heritage</b>
<b>Strategic impact</b> Pathmakers Charitable Incorporated Organisation is the charitable arm of the Norfolk Local Access Forum. Each of the NLAFs subgroups includes a Pathmakers trustee member.	

## Executive summary

Details on the recruitment of trustees to Pathmakers by the NLAF is provided

### **Recommendations:**

That the NLAF:

- (i) agrees the protocol drafted by Pathmakers regarding the NLAF's recruitment of trustees to Pathmakers**
- (ii) agrees to promote the recruitment and to make personal approaches to those they feel would make good Pathmakers trustees**

## 1. Proposal (or options)

- 1.1. At the Pathmakers meeting on 8<sup>th</sup> March 2019 (see report on Pathmakers projects, Appendix 1 for minutes), the trustees used key skill areas required by the trust to shape a recruitment process for new trustee appointments.

**This process now must be agreed by the NLAF (as the appointing body for 5 trustees).**

The NLAF is asked to agree the protocol for the recruitment of trustees to Pathmakers <https://www.smartsurvey.co.uk/s/NK653/> (see also Appendix 1) and to agree the timeline which is as follows:

- 3/4/2019: adoption of protocol by NLAF
- 8/4/2019 to 31/5/2019: recruitment period, advertising vacancies etc
- 6/6/2019: selection panel appoints nominated Pathmaker trustees. Letters of appointment issued (subject to NLAF approval)
- 9/7/2019: endorsement of nominated Pathmaker trustee appointments by the NLAF

The NLAF are also asked to promote the recruitment (including making personal approaches to those they feel would be particularly suited to the role of Pathmakers trustee). An advertisement has been drafted (**Appendix 2**)

Existing Pathmakers trustees are welcome to re-apply.

The recruitment will result in the appointment of 5 trustees by the NLAF and 3 by Pathmakers.

## **2. Evidence**

- 2.1. Under the Pathmakers constitution <https://tinyurl.com/y45dkcz9> the NLAF is the appointing body of 5 trustees to Pathmakers. These are 'nominated' trustees. Pathmakers can make one direct trustee appointment (this will be altered to 3 trustee appointments under revisions to the constitution – see Pathmakers projects report). The appointments made by Pathmakers are 'appointed' trustees.

There are 2 ex-officio trustees (by virtue of their office): Head of Environment at NCC and Chair of NLAF. The total number of trustees will be 10.

Trustees of Pathmakers do not have to be members of the NLAF although they can be (the Chair of the NLAF is an exception with automatic appointment to Pathmakers).

Pathmakers is looking to appoint trustees who will commit to the development of Pathmakers who are:

- Passionate about improving countryside access in Norfolk and conserving and enhancing the natural environment that is publically accessible from the countryside access network
- enthusiastic with excellent communication skills
- interested in the public rights of way access network, as a user, or in another capacity and in broadening its use, value and appeal to a wide audience
- interested in Norfolk's natural environment and built and archaeological heritage
- knowledgeable about the charitable sector and its legal and operating framework.

Pathmakers is looking for skills in:

- leadership and strategy (visioning)
- financial management
- marketing and communications
- fund-raising (including grant applications)
- administration, governance and operations management
- community engagement and volunteering
- legal operating framework for small charities
- project management

All trustees appointed will agree to act as advocates for Pathmakers and will take on responsibility for relationship development within a specified area / stakeholder group / organisation including drawing on further expertise available through the Norfolk Local Access Forum in areas such as:

- Diversity and inclusion (all abilities access to the countryside)
- UEA (relevant areas of research such as landscape history)
- Rural economy (local businesses)
- Land owners

## **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. Please see proposal

### **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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