**Job Description**

**Job Title: Local Access Forum Member**

Responsible to: The Wilshire and Swindon Countryside Access Forum

Job Purpose: To work constructively with other members of this statutory advisory body to give advice to Wiltshire Council and Swindon Borough Council (“the appointing authorities”) and other bodies (such as Government departments, Natural England, the Forestry Commission, AONB Conservation Boards, district councils, town and parish councils) on managing the public's right of access to open country and registered common land, management and improvement of public rights of way, as well as public access issues more generally within the local area.

Remuneration: **This is a voluntary role.** Certain reasonable expenses can be reimbursed including care costs, travel expenses for attending meetings, training events and field visits.

**Main Duties**

* Attending regular meetings of the Forum, anticipated to be three a year.
* Considering applications for restrictions or closures of access land for land management or conservation purposes.
* Advising on the implementation and review of Wiltshire’s Countryside Access Improvement Plan (“CAIP”) and Swindon’s Rights of Way Improvement Plan (“ROWIP”), and on the general management and improvement of rights of way and access.
* Attending training events provided for the members of the LAF.

Members of the Forum will be expected to familiarise themselves with regulations and advice relating to the functioning of the Forum.

**Members of the Forum will be required to represent *fields of interest* rather than organisations.**

**Fields of interest where representation is required include:**

1. Users of rights of way and access land, including people with disabilities.
2. Owners and occupiers of access land or land over which rights of way subsist.
3. Other interests particularly relevant to Wiltshire and Swindon. These may include wildlife conservation, heritage conservation, tourism, sport and recreation, health, outdoor education, and local business interests.

In addition, those from black and other ethnic minorities are encouraged to apply.

Members will preferably have a broad range of appropriate interests. These may cover more than one of the above. The appointing authorities must ensure a reasonable balance between the numbers appointed from groups 1 and 2.

Members will be required to disclose any interests they may have in matters brought up at meetings of the Forum.

Members must be willing to play a full and constructive part in the work of the Forum and to serve for an initial period of three years. The Forum elects a chairman and vice-chairman from amongst its members.

It is **essential** that Forum members:

* Be committed to the function of the Forum;
* Be willing and able to play a full part in all aspects of its work, and not just represent a single issue or point of view.

It is **desirable** that a Forum member:

* Has a wide range of experience of access issues in the area;
* Has experience of working on, and contributing to, access related forums;
* Resides in, or is particularly familiar with, or has knowledge and experience relevant to, a wide area of the Forum;
* Is able to attend all meetings of the Forum (deputies or representatives will not be permitted).

Before appointment, all members will be asked to confirm:

1. Their support for the purpose of the Forum (see above);
2. Their commitment to working within the terms of reference and achieving the aims of the Forum through constructive working with other members;
3. That they are able to devote the necessary time to attend meetings and training.

For further information about Local Access Forums, see the Natural England Website at <http://www.naturalengland.org.uk/ourwork/access/laf/default.aspx>