

WREXHAM LOCAL ACCESS FORUM

TERMS OF REFERENCE

Title

1. The Local Access Forum shall be known as the Wrexham Local Access Forum.

Roles and Responsibilities

2. The function of the Wrexham Local Access Forum is to provide advice to Wrexham County Borough Council, the Countryside Council for Wales and others as appropriate. It will advise as to the improvement of public access to land in the area for the purposes of open-air recreation and the enjoyment of the area in ways which take account of land management, social, economic, environmental and educational interests.
3. The Wrexham Local Access Forum will fulfil this role by advising on issues of particular local relevance, including:
 - (a) supporting the implementation of the new right of access to open countryside;
 - (b) improving the rights of way network;
 - (c) developing strategies that cater for all interests on open access land; and
 - (d) developing recreation and access strategies that cater for a wide range of people in the remaining countryside.
4. The Wrexham Local Access Forum will work to:
 - (a) develop a constructive and inclusive approach to the improvement of access issues to the countryside;
 - (b) respect local circumstances and different interests whilst operating within national guidance;
 - (c) provide advice on issues of principle and good practice that is consistent with national guidance;
 - (d) engage in constructive debate and seek consensus where possible; and

- (e) where consensus is not possible, make clear the nature of differing views and suggest how they might be resolved.

In carrying out the above functions, the Forum shall have regard to:

- (a) the needs of land management;
- (b) the desirability of conserving the natural beauty of the area, including the flora, fauna and geological and physiographical features;
- (c) guidance given from time to time by the National Assembly for Wales; and
- (d) appropriate liaison with neighbouring local authorities, local access forums and other interested parties.

Membership

- 5. The membership will include:
 - (a) a Chair and Deputy Chair elected in accordance with the Local Access Forum regulations; and
 - (b) a minimum of 10 and maximum of 20 other members, which must include a balanced representation of (i) recreational access users and (ii) landowners and occupiers – together with representation of other interests especially relevant to the area.
- 6. The membership will:
 - (a) be balanced to avoid dominance by any single interest group or coalition of like interests;
 - (b) represent a cross-section of interests in the area; and
 - (c) live or work within the area or have a sound knowledge of the area.
- 7. Members will be expected to:
 - (a) support the positive purpose of the forum;
 - (b) adhere to the sections relating to Local Access Forums in the Countryside and Rights of Way Act 2000 and regulations and these Terms of Reference;
 - (c) show commitment to achieving the aims of the Local Access Forum through constructive working with other members;

- (d) be able to devote the necessary time to attend meetings and to network outside meetings;
- (e) have sufficient experience of access to the countryside in the local area to be able to make an informed and constructive contribution to improving access provision; and
- (f) be capable of working with a wide range of interest groups.

Secretariat

- 8 The Wrexham Local Access Forum will have a Secretary appointed by Wrexham County Borough Council who will be responsible for:
- (a) providing support to the chair of the Forum;
 - (b) ensuring that the Forum is set up and run according to the Countryside and Rights of Way Act 2000, Local Access Forum regulations and these Terms of Reference;
 - (c) managing any resources dedicated to its work;
 - (d) arranging and promoting meetings, including arranging the delivery of papers and information to Forum members and the public;
 - (e) producing minutes of Forum meetings.

Meetings

- 9 Meetings will be held at least twice a year and more frequently as and when necessary, to be agreed by the Forum and Wrexham County Borough Council.
- 10 Meeting agendas will be agreed between the Chair, the Deputy Chair and the Secretary – although any member may suggest agenda items for consideration.
- 11 Meetings will be advertised in advance and held in public.
- 12 The Chair, following a request from a member or members, may decide that the public should be barred for particular items for reasons of personal privacy or commercial confidentiality.
- 13 Agendas, papers and minutes of the meetings of the Forum and its sub-committees will be available to the public.

- 14 The Chair will invite observers/advisors to the meeting when appropriate.
- 15 Observers/advisors will be able to contribute to the proceedings at the discretion of the Chair.
- 16 One representative of each of the Countryside Council for Wales and the National Assembly for Wales and any officer of the appointing authority will automatically have observer status.
- 17 If necessary, Local Access Forum committees will be set up by the Chair after agreement with the members.
- 18 The chairing, membership and terms of reference of committees will be agreed by the Chair and members.