Agenda Item:

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Dorset Local Access Forum

Dorset County Council

Date of Meeting	25 June 2010
Officer	Director for Environment, Dorset County Council
Subject of Report	**Dorset Local Access Forum Recruitment 2010**
Executive Summary	This report provides the Forum with an opportunity to contribute to the recruitment process for 2010 by considering the likely work programme for the year to establish the specific areas of expertise that will be needed during the period. The recruitment publicity will then highlight the skills needed. Forum members may also wish to suggest organisations that could be targeted with the recruitment publicity.
Impact Assessment:	Equalities Impact Assessment: As mentioned in paragraph 2.3 below the recruitment exercise takes full account of equalities issues and applications are welcome from all members of society. The Department for Environment, Food and Rural Affairs (Defra) also encourages authorities to take account of the needs of young people, women, people on low incomes, and those from ethnic minorities as well as those with a disability. Representatives from these groups are encouraged to apply for membership of the Forum.
	Use of Evidence: Prospective applicants will be expected to demonstrate evidence of the necessary skills to play an active part in the work of the forum. The approach to recruitment was reviewed in 2008 to reflect Defra guidance and the approach is considered to be thorough and effective by other regional Fora.
	Budget/ Risk Assessment: There are no specific budgetary/risk implications arising from this report - the costs of the recruitment exercise can be met from the existing Forum budget.

Recommendation	That the Forum takes the opportunity to advise on specific gaps in the knowledge/expertise of current members to inform the recruitment process for 2010 and to recommend any suitable organisations/individuals who might be targeted with recruitment publicity.
Reason for Recommendation	To inform and progress the recruitment process for 2010.
Appendices	None
Background Papers	None
Report Originator and Contact	Name: Derek Hansford, Business Manager Environment Directorate, Dorset County Council Tel: 01305 224260 Email: d.r.hansford@dorsetcc.gov.uk

1. Background

1.1 Recruitment is the responsibility of the Appointing Authorities, Dorset County Council, Bournemouth Borough Council and the Borough of Poole.

1.2 Regulations require the appointing authority(s) to advertise forum vacancies in local/regional newspapers circulating in the authority's area as the authority considers appropriate, on the authority's website and also to consult whichever bodies or individuals they consider appropriate.

1.3 The appointment process should be fair and transparent and comply with the authority's policies on social inclusion and diversity. Guidance advises that "a creative and proactive approach in advertising vacancies will help to attract candidates from a wide range of backgrounds, and should take account of the needs of young people (there are no upper or lower age limits), women, people on low incomes, people with disabilities and people from ethnic minorities".

1.4 Authorities are also advised to consult local organisations representing users and land managers, other local authorities in the area and AoNB boards.

1.5 Membership of a Forum cannot be reserved for specific organisations/individuals but relevant organisations can be invited to recommend suitable individuals or to advertise a forum vacancy amongst their membership.

1.6 Forum members do not have to live within the area of the Forum or its appointing authority(s).

1.7 Forums should consist of 10-22 members and should appear to the appointing authority(s) to be representative of:

- Users of local rights of way[1] (eg walkers, horse riders, cyclists and carriage drivers).
- Owners and occupiers of access land or land over which local rights of way subsist.
- Any other interests especially relevant to the appointing authority's area.

1.8 The appointing authority(s) must ensure a reasonable balance is maintained between those who represent users and land-owners. The term reasonable balance does not mean an exact balance - where the term reasonable allows flexibility to reflect, for example, local circumstances.

1.9 The category of "other interests" should be relevant to the authority(s) area. In Dorset, for example, this includes coastal issues, tourism, nature, heritage and landscape conservation, public health, sustainable transport and road safety.

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[1] Local Rights of Way (LRoW) consist of four types of "way" (footpath, bridleway, cycle track and restricted byway) that provide right of passage on foot, on horseback, by pedal cycle and by a horse drawn vehicle. It omits right of passage by motorised vehicles.

1.10 The appointing authority(s) must notify forum members of their terms of appointment and require that members are appointed for a minimum of one and a maximum of three years.

1.11 The appointing authority(s) decide the period of appointment for each member whilst being mindful of ensuring continuity and effectiveness.

1.12 There is no limit on the number of times a member may be reappointed to a forum.

2. Dorset Approach

2.1 Regionally Dorset is considered to have a very thorough and effective approach to the recruitment of Forum members.

2.2 We advertise both through public notice and in newspapers covering the local authority areas of Dorset, Bournemouth and Poole.

2.3 An advertisement/notice is also placed on local authority websites. We also distribute a press release and advert/notice to an extensive range of organisations representing landowners, user-groups and other interests as well as to AoNB boards, all the County's Borough, District, Town and Parish Councils, the two Unitary Councils and neighbouring County Councils. The process complies with the County Council's policy on equality, social inclusion and diversity and appropriately advertises recruitment opportunities to a wide range of appropriate organisations.

2.4 We request that, if possible, all organisations contacted help us to promote DLAF recruitment by distributing the press release/advert on their websites, to their members, on notice boards and in their publications.

2.5 Applicants are provided with a pack consisting of person specification, application form and information about the Dorset Local Access Forum which includes useful links for further information eg our website, Defra, LAF guidance and legislation.

2.6 Applications are short-listed by officers from the three Appointing Authorities who make recommendations to the County Council's Director for Corporate Resources who, after consultation with appropriate Elected Members, will select and confirm the appointments.

3. DLAF Work Programme 2010/2011 and DLAF Recruitment 2010

3.1 To assist with the recruitment process of new DLAF members in 2010 Forum Members are asked to consider:

- Expertise and experience lost with members retiring in August 2010.
- Expertise and experience under-represented by the remaining DLAF members.
- Access related matters raised through members' networks/associated organisations that members wish to bring to the attention of DLAF and that may necessitate DLAF input during 2010/2011.
- Access related matters pertinent to the County of Dorset generally over the next year 2010/2011.

- National access related matters - eg pending consultations, legislation etc that may necessitate DLAF input during 2010/2011.

- Areas of work the forum would like to focus on during 2010/2011.

3.2 The table below lists current membership of the DLAF and the area of interest/expertise each member brings to the Forum. The table also highlights those members retiring in the summer 2010 and the expertise therefore lost to the Forum.

Elected Members of Dorset Local Access Forum 2009-2010			
Alex Brenton Rebecca Knox	Dorset County Council		
Michael Griffiths	Bournemouth Borough Council		
John Rampton	Borough of Poole Council		
Independent Members 2009-2010			
Name	**Representing**	**Interest and Expertise**	**Appointment End Date**
Oliver Chamberlain (Chairman)	Landowner	Countryside issues, rural economy	August 2011
Mike Beams (Vice-Chairman)	Access User	Walking, wildlife, archaeology	August 2011
Harry Alexander	Access User	Public open spaces	August 2010
Gavin Fauvel	Landowner	Major estates, walking, sailing	August 2010
Tim Frost	Landowner	Farming, land management	August 2012
David Green	Access User	Walking, dog walking, cycling	August 2011
Geraldine Hobson	Access User	Walking, conservation, access for all	August 2010
Jocelyn Jenkins	Access User	Equestrian, rural research, rural economy	August 2012
Jill Mahler	Other	Natural environment, walker, access adviser, conservation, natural history, archaeology, disability access	August 2012
Jonathan Ray	Other	Education, climbing, cycling	August 2010

Gill Reese	Other	Walker, equestrian, health	August 2012
Angela Schofield	Other	Health	August 2010
Carol Shoopman	Access User	Equestrian	August 2012
Paul Tomlinson	Other	Walking, cycling, water based sports, disability (hearing)	August 2012
Hilary Tutte	Landowner	Farming, bridleway users	August 2012
Linley Venters	Other	Disability (mobility), access for all	August 2011
Rod Webb	Other	Access Officer with local authority, youth access	August 2012
Patrick Woodford	Landowner	Education, volunteers, interpretation, heritage	August 2011

3.3 With the aim of maintaining a reasonable balance membership is roughly divided into six members each for owners/occupiers, users and others.

3.4 Whilst aiming to establish a Forum with the necessary skills to carry out the programme, local networks will remain an important source of information and advice.

Miles Butler
Director for Environment
May 2010