

Brecon Beacons National Park Local Access Forum

Terms of Reference

Agreed:

Title

1. The Local Access Forum shall be known as the Brecon Beacons National Park Local Access Forum (BBNP LAF). The area of the Local Access Forum is the land designated as the Brecon Beacons National Park.

Roles and Responsibilities

2. The primary purpose of the BBNP LAF is to provide advice to the Brecon Beacons National Park Authority (BBNPA), relevant local authorities, Natural Resources Wales (NRW), Welsh Government and others as appropriate as to the improvement of public access to land in the area for the purposes of open-air recreation. Advice given should take account of land management, social, economic, environmental and educational interests.
3. The BBNP LAF will fulfil this role by advising on issues of particular local relevance, including:
 - a. supporting the implementation of the right of access to open countryside;
 - b. improving the rights of way network; and
 - c. developing recreation and access strategies that cater for everyone.
4. The BBNP LAF will work to:
 - a. develop a constructive and inclusive approach to the improvement of recreational access 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;
 - d. engage in constructive debate and seek consensus wherever possible; and
 - e. where consensus is not possible, make clear the nature of differing views, and suggest how they might be resolved.

Membership

5. The BBNP LAF members will be appointed by the BBNPA (the Appointing Authority) in accordance with the Countryside Access (Local Access Forums)(Wales) Regulations, 2001(The Regulations).
6. The membership will as far as is practicable:
 - a. be balanced to avoid dominance by any single interest group;
 - 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. adhere to the sections relating to LAFs in the CROW Act and regulations made under the Act and these Terms of Reference;
 - b. show commitment to achieving the aims of the Local Access Forum through constructive working with other members and organisations that it advises;
 - c. be able to devote the necessary time to attend meetings and to network outside meetings;

- d. 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
- e. be capable of working with a wide range of interest groups.

Election of Chair and Deputy Chair

8. The Chair and Deputy Chair will be elected for a period of (using the system described in Regulation 12 of the Regulations*) at the second meeting of the LAF. The first item of business to be conducted at the meeting following each period will be the election of the chair and Deputy Chair.

Administration

Secretariat

9. The BBNP LAF will have a Secretary appointed by the Appointing Authority 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 CROW Act, Countryside Access (Local Access Forums)(Wales) Regulations, 2001 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.
 - f. ensuring that confirmed LAF minutes are presented to the BBNPA Planning, Access and Rights of Way Committee

Meetings

- 10. Meetings will be held at least twice a year, and more frequently as and when necessary, as agreed by the LAF and Appointing Authority.
- 11. Meeting agendas will be drawn up by the Secretary in consultation with the Chair and Deputy Chair - although any member may suggest agenda items for consideration.
- 12. Meetings will be advertised in advance and the minutes published on BBNPA web site.
- 13. The Chair will invite observers/advisors to the meeting when appropriate.
- 14. Observers/advisors will be able to contribute to the proceedings at the discretion of the Chair.
- 15. One representative of each of Natural resources Wales and the National Assembly for Wales and any officer of the appointing authority will automatically have observer status.
- 16. If necessary, Local Access Forum committees will be set up by the Chair after agreement with the members. The chairing, membership, and terms of reference of committees will be agreed by the Chair and members.
- 17. All meetings of the LAF will be held in public. However, the person presiding, following a request from a member or members, may decide that the public should be excluded for particular items for reasons of personal privacy or commercial confidentiality.

*The Countryside Access (Local Access Forums)(Wales) Regulations