**The Medway Local Access Forum Members Terms of Appointment**

1. Members will be appointed to the Forum following a recruitment process.
2. Members of the Forum will be appointed by the appointing authority following assessment as to whether candidates have sufficient knowledge and experience of issues relating to access to the countryside to be able to make informed and constructive views on improving local access provision.
3. The Forum will be open to a maximum of 22 core members.
4. Members will be appointed based on their skills and knowledge in the following areas;
	1. Users of local rights of way or the right conferred by section 2(1) of the Act (rights of public in relation to access land)
	2. Owners and occupiers of access landor land over which rights of way subsist
	3. Any other interests especially relevant to Kent, including tourism, rural economy, transport and health
5. Forum members will, through consultation, represent an area of interest rather than the views of any specific organisation they belong to.
6. Before members are appointed they will be asked to confirm:
	1. their support for the positive purpose of the Forum;
	2. commitment to working within the terms of reference and achieving the aims of the Forum through constructive working with the other members; and
	3. that they are able to devote the necessary time to attend meetings, undertake work as necessary, attend training and to network with a wide range of interests outside meetings.
7. Members shall be appointed to the Forum for a period of not less than 1 year and not more than 3 years to be agreed in advance and notified in writing.
8. The Appointing Authority can terminate a member's appointment after anabsence from all meetings of the Forum during a period of one year, without prior consent.
9. Members may resign from the Forum by giving notice in writing to the Appointing Authority.
10. The Appointing Authority may re-appoint a person who ceases to be a member of the Forum
11. Each member will be allocated one vote.
12. The Local Access Forum Secretary and Local Access Forum Officer will maintain a register of Forum members and will make this available to the public if required.
13. The Appointing Authority will monitor membership to ensure that it will at all times remain balanced in terms of interests, in accordance with s.95 (2) of the Act. Membership balance will comprise persons who appear to be representative of:
	1. users of local rights of way or the right conferred by section 2(1) of the Act (rights of public in relation to access land),
	2. owners and occupiers of access land, or land over which local rights of way subsist, or
	3. any other interests especially relevant to Kent.
14. Appointing Authority officers with responsibilities for access and rights of way have a useful role to play and therefore will attend meetings in order to provide technical advice, but will not be members of the Forum and will not be allocated a vote.
15. Specialist advisors may be invited by the Chair as necessary.
16. Member information will be kept on file by the Appointing Authority, but will not be used for any other purposes than for the Forum. The Appointing Authority will comply with the Data Protection Act 1998.