

# Borough of Bedford Local Access Forum

## Members' roles and responsibilities

Applicants will be expected to undertake all the duties given below.

### Members should:

- be representative of outdoor access and rights of way users, owners or managers/occupiers of land, or other related interests especially relevant to the Borough of Bedford.
- **provide an independent view, rather than reflect the views of any particular organisation(s)**
- pursue opportunities to publicise the work of the forum and obtain feedback through newsletters or other means, within that member's own organisation(s) and also others with similar interests active within the area covered by the forum
- be expected to attend all meetings (4 meetings a year are anticipated), but must attend a minimum of two meetings a year; deputies will be allowed at no more than one meeting per year only with prior agreement from organising authority.
- be willing to serve on the forum for an initial period of between one and three years (term may be extended if acceptable to the appointing authorities and the member concerned).
- allow a picture and brief biography to be available to members of the public and other interested parties on publicity, including the forum web-site
- regularly check that Local Access Forum e-mail address and relevant comments on the web-site, reply to messages requiring a response and convey the broad content of e-mails to the forum when appropriate.
- similarly, reply to written comments/enquiries and convey their broad content to the forum when appropriate

**NB: Applicants should also note the information on the 'Information for Applicants' sheet.**