

Borough of Bedford Local Access Forum

Appointing Authorities' roles and responsibilities

Bedford Borough Council will:

- Provide a venue (at varying locations around the Borough) and refreshments for the Borough Bedford Local Access Forum meetings.
- Provide a secretariat and on-going support and advice to the forum as a whole and to individual forum members.
- Reimburse forum members for out-of-pocket expenses, principally travel, child-care and occasional meals but including other reasonable expenses if agreed in advance.
- Relay the advice given by the forum to the relevant committees and/or members of each authority at appropriate times.
- Promote the work of the forum through available means including press releases and a web-site.