

COALVILLE SPECIAL EXPENSES WORKING PARTY

TERMS OF REFERENCE

1.0 ROLE

- 1.1 To consider budget and financial issues which either solely or predominantly affect the Coalville special expenses area and to make recommendations to Cabinet.
- 1.2 To receive reports and examine possible project options on which recommendations will be made to Cabinet.

2.0 FREQUENCY OF MEETINGS

- 2.1 The Coalville Special Expenses Working Party meets as often as is required to meet business demands – usually quarterly.

3.0 MEMBERSHIP

- 3.1 Membership of the Coalville Special Expenses Working Party comprises all ward members from within the special expenses area.
- 3.2 As this is a working group of Cabinet, political proportionality does not apply.

4.0 ATTENDANCE

- 4.1 The public are invited to attend the meetings of the Coalville Special Expenses Working Party in an observing capacity only.
- 4.2 To enable public attendance, all meetings will be held in the Council Chamber, where possible.

Agreed on(date)