

Residents Liaison Sub-Committee - Terms of Reference

The purpose of the Residents Liaison Sub-Committee is to create a forum for discussions with members of the public of Bungay to better clarify the items that concern the residents and provide a conduit to other committees or Council. This may lead to actions directly undertaken by this sub-committee and will assist in the budget creation and action plans for Council. The sub-committee will consist of 5 members. Non-councillors with appropriate skills, knowledge or background may be members of this sub-committee although they will not have voting rights.

The Sub-Committee will meet ad-hoc but a minimum of 4 times per annum with delegated authority from the Governing Committee to fulfil the following responsibilities (including spending within its approved budget):-

- Canvass opinion of residents on specific topics
- Enable open discussions at public meetings with members of the public
- Determine a list of concerns and needs.
- Provide prioritised information to Council and influence the budget process
- Any other similar or appropriate items as delegated by Full Council

Any proposed unbudgeted expenditure will require approval of Legal & Finance committee or Full Council.

Adopted 11th October 2018