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## **ROADS AND VEHICLE WORKING GROUP TERMS OF REFERENCE**

The aim of the Working Group is to provide a forum for members of the public and Councillors to discuss the roads in Turners Hill and to make recommendations to Council for action.

### **1. Members**

Members of the Working Group will be appointed by the Council. This will include at least two Councillors and may include members of the public.

### **2. Quorum**

The quorum of the Committee shall be two Members.

### **3. Meetings**

- a. The Working Group will set their own schedule of meetings, which may be held as and when necessary.
- b. Each meeting must be reported to the Council by written report. Minutes are not required.
- c. A Proper Officer is not required at meetings but can advise the Working Group if necessary.

### **4. Responsibilities**

These will include:

- Liaising with other authorities and members of the public to aid in gathering evidence or forming a recommendation. Communication with other authorities will be done via the office.
- Making recommendations to Council to improve the road network and use of vehicles in Turners Hill.

**For the avoidance of any doubt, the Roads and Vehicle Working Group does not have any delegated authority to make decisions.**

Adopted on: 16<sup>th</sup> May 2023