

Special Expenses Informal Working Group

1. Purpose

The Special Expenses Informal Working Group is established to receive analysis of estimated special expenses and committee insight on matters relating to special expenses within the unparished areas of King's Lynn. The Group's role is to support the King's Lynn Area Committee understanding and validation of approach in the estimation and determining of special expenses.

2. Objectives

- Examine actual and proposed special expenses charged to the King's Lynn Area Committee budget.
- Consider options for cost reduction, effective service provision, and community value.
- Report to the King's Lynn Area Committee to aid understanding of service costs and opportunities.

3. Membership

- Membership will consist of 5 elected members of the King's Lynn Area Committee.
- Officers will attend in a collaborative and advisory capacity as required.
- The Working Group may invite additional stakeholders or subject-matter experts to contribute to specific discussions.

4. Meetings

- Meetings will be convened as required, with permission of the Chair of the King's Lynn Area Committee or by agreement of Working Group members. Meetings will be held virtually, or hybrid.
- The Informal Working Group will meet up to 4 times during the municipal year.
- Notes of meetings will be recorded and shared with the Committee for transparency and oversight.

5. Reporting

- The Working Group will report its progress to the King's Lynn Area Committee.
- The Working Group has no decision-making powers.

6. Duration

- The Working Group will operate on an informal, task-and-finish basis and may be dissolved once its objectives have been met or by resolution of the King's Lynn Area Committee.