

TERMS OF REFERENCE OF THE EMERGENCY DECISION MAKING GROUP

1. CONSTITUTION

- 1.1. The Committee will consist of six Councillors appointed by Full Council at the Annual Council Meeting. Meetings will be arranged by the Town Clerk in conjunction with The Mayor.
- 1.2. Membership will be The Mayor, Deputy Mayor and the Chair and Vice Chair of Operations and Finance Committees unless otherwise agreed.

2. RESPONSIBILITIES

- 2.1. To make urgent decisions required outside of the monthly cycle of meetings
- 2.2. To consider urgent and / or confidential matters where discussion within Full Council may be considered prejudicial.
- 2.3. To consider complaints as forwarded under the Town Council's complaints policy.