

ANNEX TO MINUTES

**MEMBERS' SERVICES
SUB-COMMITTEE**

9 SEPTEMBER 1999

MEMBERS' SERVICES SUB-COMMITTEE

TERMS OF REFERENCE

1. To consider the needs of Members for support services in the light of the proposed modernisation of local government decision making and the separation of roles.
2. To consider the need for Members' services, provided both corporately and individually, to ensure effective:
 - (a) scrutiny;
 - (b) support for the executive, including the Leaders' office;
 - (c) support for the representational role;
 - (d) support for the Leader of the Opposition;
 - (e) support for Chairs of quasi judicial committees;
 - (f) support for Chairs and Lead Members on partnerships; and
 - (g) support for each of the political groups.
3. To develop a IT/IS strategy for Members in liaison with the strategy group on IT/IS.
4. To liaise with other authorities on Member support and IT/IS.
5. To consider a process for reviewing through an independent panel remuneration and travelling expenses.
6. To consider a process for reviewing the funding of Members' services from existing Resources Directorate and the Chief Executive's Office budgets and other Council

budgets, as appropriate, and make recommendations to the Policy and Resources Committee.