
**EXCERPT FROM THE MINUTES OF THE
EXECUTIVE
HELD ON 27 OCTOBER 2003**

**EX.248/03 OPTIONS FOR ELECTED MEMBERS' SUPPORT SERVICES
(Key Decision)**

Portfolio Corporate Resources

Subject Matter

To consider a reference from the Corporate Resources Overview and Scrutiny Committee of 16 October 2003 with comments on a report from the Head of Member Support and Employee Services and the recommendations of the Executive on options for elected Member support services.

The Overview and Scrutiny Committee resolved the following -

1. That the Leaders of the Labour and Liberal Democrat Groups, together with a non-Executive representative of the Conservative Group, meet with the Head of Member Support and Employee Services to clarify the support needs of Members, and that a further report be submitted to the next meeting of this Committee.
2. That the concerns raised by Members as outlined below be forwarded to the Executive with the request that consideration of the matter be deferred pending further consideration of the matter by this Committee:-
 - a. One Member felt that the preferred approach suggested was ludicrous and insulting to Members, amounting to little more than administrative support.
 - b. The ability to conduct research had been identified as vital to assist Members in carrying out their duties, yet there was inadequate mention of that within the Person Specification.
 - c. The three part-time posts were not even dedicated to Members, rather the post holders would require to provide cover for the PA to the Executive Members, the Overview and Scrutiny support team and the Emergency Planning function, and to assist with administrative and clerical duties within the Member Support and Employee Services Business Unit as required. Who would get priority?
 - d. The proposal was merely another way of obtaining additional support for Officers within Business Units and would not satisfy the requirements of the CPA assessment.

e. Member development and support was very important to all Members, particularly those not on the Executive. Without research facilities Members could not undertake their role including the scrutiny function effectively.

f. The proposal did not address Members' basic needs and should be looked at again.

g. It was vital that the job description correctly reflected the overall purpose and key areas of responsibility, otherwise difficulties would ensue.

The Leader reported that, as a result of the Overview and Scrutiny comments, arrangements had been made for three Members of the Corporate Overview and Scrutiny Committee to input their views to the Head of Member Support and Employee Services on the Member Support requirements and a further report would, therefore, be submitted to a future meeting of the Executive.

Summary of options rejected

None

DECISION

That consideration of the report be deferred to allow further consultation on the options for Elected Member Support and the Head of Member Support and Employee Services be requested to submit a further report to a future meeting of the Executive.

Reasons for Decision

To allow a further period of consultation on the options for Elected Members' Support Services.