

Role of SEE Representative

This organisation is an employers' organisation for local authorities in the South East covering the geographical boundaries of Oxfordshire, Buckinghamshire, Berkshire, Hampshire, the Isle of Wight, Surrey, West Sussex, East Sussex and Kent. The boundary is co-terminus with the Government Office of the South East.

THE AIMS OF THE ORGANISATION ARE:

1. To be an active and influential Employers' organisation for local government in the South/South East of England.
2. To represent the views of authorities on employment and employment issues to the Employers' Organisation, the Improvement and Development Agency and other relevant bodies, and to network with other members and receive briefings in relation to pay and conditions, management issues effecting local authorities
3. To develop contacts with other bodies such as SEERA, SEEDA and the LSCs.
4. To promote, encourage and support best practice in personnel and management development.
5. To make available personnel, management and training services for the benefit of members of the organisation.
6. To respond to initiatives on consultancy work.
7. To provide the Employers' Sides for the Southern Provincial and South Eastern Provincial Councils.

In order to carry out its principal purposes the organisation :

- obtains, collates and disseminates information to members regarding both local government and general conditions of service and employment
- provides information and advice concerning conditions of service and other matters
- co-ordinates the activities and functions of members of the organisation regarding rates of pay and conditions of employment of their employees.
- arranges network meetings with members and personnel officers

MEETINGS:

All representatives are invited to attend:

- 3 **Full meetings** of the employers, including the Annual Meeting;
- 3 **Provincial Council** meetings - the Annual Meeting plus 2 others run as Joint Seminars.

In addition, those appointed from the full body will attend:

- 3 **Executive Committee** meetings - these are for policy development, briefing and a closer look at specific issues;
- 3 **Management Committee** meetings - these are responsible for staffing and office accommodation, developing the Business Plan and monitoring performance;
- 2 **Regional Joint Committee** meetings; plus ad hoc working groups and consultation meetings as required.

Please note that meetings are in the daytime and are usually held in London.

CONTACT:

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