

## **SEEC Task & Finish Group: Europe**

### **Terms of reference**

The task & finish group will comprise 12 councillors from SEEC member councils. In line with SEEC's political template, membership will be 8 Conservatives, 3 Lib-Dems, 1 Labour.

The first meeting of the task group will be held on 21 January 2011. At the first meeting:

- A Chairman of the task group will be appointed
- Terms of reference will be agreed
- An outline schedule of further meetings (actual and/or virtual meetings) will be agreed with the Chairman and members. Meetings will be organised by the SEEC secretariat at dates/ intervals agreed.

Expert officers from member councils or other organisations may be invited to meetings as required to provide advice to task group members on specific topics.

SEEC secretariat and/or staff from member councils will support the task group in preparing their report.

The task group will present its final report and recommendations on the way forward at the SEEC AGM in July 2011.

The primary remit of the task group is to:

**1. Propose methods of raising awareness of EU funding opportunities for South East councils.**

**2. Review ways of influencing future allocations of EU funds to the South East.**

It will also:

1. Suggest means of providing regular information to South East Committee of the Regions members to enable them to make the case for the South East local authorities in Brussels
2. Recommend new appointments to EU bodies where SEEC is invited to nominate.
3. Provide a regular update to SEEC Executive and SEEC Plenary on Brussels developments.
4. Advise SEEC Executive on lobbying issues with UK Government.

Gordon Keymer  
21 December 2010

*Final version, amended following meeting on 21 January 2011*