

Draft Terms of Reference for the Review of Councillor's Technology Task and Finish Group

1. Identify the needs of Councillors from technology, for example reading papers, writing letters and emails, maintaining diaries, taking notes, analysing figures, and match these to technology solutions
2. To note any risks with the current technology system and how to reduce or eliminate them i.e. keeping constituents' personal data, in accordance with the new General Data Protection Regulations
3. To recommend to the Overview and Scrutiny the technology needs of Councillors allowing them to carry out their duties for the next Council term (May 2019 to May 2023) to enable them to work efficiently

April 2018