

**HOUSE COMMITTEE**

**7 October 2004**

**Draft Annual Report 2003-2004**

**Purpose**

1. For the House Committee to consider the attached draft Annual Report.

**Background**

2. The draft Annual Report (annexed to this report) has been prepared in accordance with the overall structure agreed by the Committee. The Report is intended to encompass the main work of the Committee during the year and a summary of the work and performance of APS staff. Of necessity, this includes a short reference to the work of each of the other committees, as this forms a major part of the support work.

**Issues**

3. The draft Report is consistent in terms of presentation and content with last year's report, to allow for read-across between the two documents. However, additional information on Members' allowances and salaries is provided in this year's draft, as Members have previously agreed. Members may wish to consider whether further information should be included on an annual basis.

**Financial Implications**

4. There are no significant financial implications for the production of the Annual Report largely on an Internet and/or plain paper format.

**Compliance Issues**

5. Standing Order 18.12 requires the Committee to submit an Annual Report to the Assembly.

**Recommendations**

6. It is recommended that:-
  - (i) Members consider the attached draft Annual Report and approve or amend its content;
  - (ii) The Committee agrees to place the Annual Report before the Assembly as soon as time allows.

**Dianne Bevan**  
**Deputy Clerk to the Assembly**  
October 2004