



Council Offices, Almada Street
Hamilton, ML3 0AA

Dear Councillor

Conference Allocation Committee

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

Date: Tuesday, 26 March 2019

Time: 09:30

Venue: Committee Room 4, Council Offices, Almada Street, Hamilton, ML3 0AA

The business to be considered at the meeting is listed overleaf.

Members are reminded to bring their fully charged tablets to the meeting

Yours sincerely

Lindsay Freeland
Chief Executive

Members

Peter Craig (Chair), Maureen Chalmers (Depute Chair), Walter Brogan, Fiona Dryburgh, Mark McGeever, Sheena Wardhaugh

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting

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Minutes of the meeting of the Conference Allocation Committee of 26 February 2019 submitted for approval as a correct record. (Copy attached)

Item(s) for Decision

3 Elected Member Representation at Conferences, etc

5 - 8

Report dated 18 March 2019 by the Executive Director (Finance and Corporate Ressources). (Copy attached)

Urgent Business

4 Urgent Business

Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Clerk Name: Sandra Abbott

Clerk Telephone: 01698 455393

Clerk Email: sandra.abbott@southlanarkshire.gov.uk

CONFERENCE ALLOCATION COMMITTEE

2

Minutes of meeting held in Committee Room 4, Council Offices, Almada Street, Hamilton on 26 February 2019

Chair:

Councillor Peter Craig

Councillors Present:

Councillor Walter Brogan, Councillor Maureen Chalmers (Depute), Councillor Fiona Dryburgh, Councillor Sheena Wardhaugh

Councillor's Apology:

Councillor Mark McGeever

Attending:

Finance and Corporate Resources

L Cunningham, Members' Services Manager; L Hamilton, Information and Research Assistant; L Wyllie, Administration Assistant

1 Declaration of Interests

The following interest was declared:-

Councillor(s)	Item(s)	Nature of Interest(s)
Craig	Elected Member Representation at Conferences, etc:- <ul style="list-style-type: none">♦ Association for Public Service Excellence (APSE): "Fleet, Waste and Grounds Seminar 2019" to be held in Aviemore from 14 to 17 May 2019	Personal interest

2 Minutes of Previous Meeting

The minutes of the meeting of the Conference Allocation Committee held on 29 January 2019 were submitted for approval as a correct record.

The Committee decided: that the minutes be approved as a correct record.

3 Elected Member Representation at Conferences, etc

A report dated 18 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted providing details of conferences/seminars which the Council had been invited to attend.

The Committee decided:

(1) that the Council be represented at the following conferences/seminars:-

Seminar or Conference	Date and Venue	Representation
(a) Church of Scotland: "Gathering for Local Authority Representatives"	21 March 2019 Edinburgh	G Coulter, religious representative on the Education Resources Committee

- | | | | |
|---|---|-------------------------------|---------------------|
| (b) | Holyrood Events: “Scottish National Standardised Assessments – To Test or Not to Test?” | 23 April 2019
Edinburgh | Councillor Hamilton |
| (c) | Association for Public Service Excellence (APSE): “Fleet, Waste and Grounds Seminar 2019” | 14 to 17 May 2019
Aviemore | Councillor Craig |
| <p><i>Councillor Craig, having declared an interest in the above conference, withdrew from the meeting during its consideration. Councillor Chalmers took the Chair for consideration of this conference only</i></p> | | | |
| (d) | Modern Government: “Supporting Pupil Mental Wellbeing – Edinburgh” | 22 May 2019
Edinburgh | Councillor Burns |

4 Urgent Business

There were no items of urgent business.

Report

Report to: **Conference Allocation Committee**
 Date of Meeting: **26 March 2019**
 Report by: **Executive Director (Finance and Corporate Resources)**

Subject: **Elected Member Representation at Conferences, etc**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide details on conferences, etc which the Council has been invited to attend to allow elected member representation to be determined

2. Recommendation(s)

2.1. The Committee is asked to:-

- (1) consider the invitations received for the conferences, etc listed in the appendix to this report and decide on which elected members should attend particular conferences, etc if it is considered appropriate for the Council to be represented.

3. Background

3.1. Invitations have been received in respect of the conferences, etc contained in the list attached to this report. In accordance with procedures for dealing with conferences, etc, details of the conferences, etc have been issued to the Leaders of the Political Groups. Their comments are available to assist the Conference Allocation Committee with its consideration of particular invitations.

4. Employee Implications

4.1. There are no employee implications.

5. Financial Implications

5.1. The annual budget for attendance at Conferences and associated travel, subsistence and accommodation is £16,000, amount committed to date is £9,226, leaving a remaining balance of £6,774.

6. Other Implications

6.1. Attendance at conferences, etc contributes to individual members' learning and development profiles. In terms of good governance, it is important that elected members have the opportunity to attend events which keep them briefed on current developments and reinforce the knowledge and skills required to enable them to fulfil their role.

6.2. There are no other implications in terms of risk or sustainability associated with the content of this report.

7. Equalities Impact Assessment and Consultation Arrangements

- 7.1. There is no requirement to carry out an impact assessment in terms of the proposals contained within this report.
- 7.2. Other than consultation with the appropriate elected members in terms of the process established for dealing with invitations received to attend conferences and seminars, no formal consultation was required.

Paul Manning

Executive Director (Finance and Corporate Resources)

18 March 2019

Link(s) to Council Values/Ambitions/Objectives

- ♦ Accountable, Effective, Efficient and Transparent

Previous References

None

List of Background Papers

Invitations received in respect of individual conferences, etc

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Sandra Abbott, Administration Assistant

Ext: 5393 (Tel: 01698 455393)

E-mail: Sandra.abbott@southlanarkshire.gov.uk

South Lanarkshire Council
CONFERENCE ALLOCATION COMMITTEE – 26/03/2019
List of Conferences, Seminars, etc

No	Start Date	End Date	Conference Title	Organiser(s)	Venue(s)
1.	08/05/2019	08/05/2019	A Day with Dr Karen Treisman	Scottish Throughcare And Aftercare Forum (STAF)	Glasgow
2.	09/05/2019	09/05/2019	Kirsty in Adversity – Getting it Right for Every Child	Holyrood Events	Edinburgh

