



Council Offices, Almada Street
Hamilton, ML3 0AA

Monday, 05 November 2018

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 June 2018

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), Stephanie Callaghan (Depute Chair), Walter Brogan, Maureen Chalmers, Maureen Devlin, Mark McGeever

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting

3 - 4

Minutes of meeting of the Conference Allocation Committee held on 1 May 2018 submitted for approval as a correct record. (Cop attached)

Item(s) for Decision

3 Elected Member Representation at Conferences, etc

5 - 6

Report dated 18 June 2018 by the Executive Director (Finance and Corporate Resources). (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

2

CONFERENCE ALLOCATION COMMITTEE

Minutes of meeting held in Committee Room 4, Council Offices, Almada Street, Hamilton on 1 May 2018

Chair:

Councillor Peter Craig

Councillors Present:

Walter Brogan, Stephanie Callaghan (Depute), Maureen Chalmers, Maureen Devlin, Mark McGeever

Attending:**Finance and Corporate Resources**

S Abbott, Administration Assistant; L Cunningham, Members' Services Manager

1 Declaration of Interests

The following interest was declared:-

<i>Councillor(s)</i>	<i>Item(s)</i>	<i>Nature of Interest(s)</i>
Chalmers	Elected Member Representation at Conferences, etc:- ♦ The 2nd Health and Social Care Integration Event organised by Alliance Scotland to be held in Glasgow on 4 June 2018	Personal interest

2 Minutes of Previous Meeting

The minutes of the meeting of the Conference Allocation Committee held on 13 March 2018 were submitted for approval as a correct record.

Reference was made to the content of the current list of approved conference providers and its use. In response, it was confirmed that a report was being prepared on this matter for submission to a future meeting of this Committee.

The Committee decided:

- (1) that the minutes be approved as a correct record; and
- (2) that it be noted that a report on the use of the list of Approved Conference providers would be submitted to a future meeting of this Committee.

3 Elected Member Representation at Conferences, etc

A report dated 23 April 2018 by the Executive Director (Finance and Corporate Resources) was submitted providing details on various conferences which the Council had been invited to attend.

The Committee decided:

- (1) that the Council be represented by Councillor Chalmers at the 2nd Health and Social Care Integration Event organised by Alliance Scotland to take place in Glasgow on 4 June 2018; and
- (2) that the Council be not represented at the Public Sector Fraud in Scotland – “Promoting Good Practice and Preventing Losses” conference organised by MacKay Hannah to take place in Edinburgh on 26 June 2018.

Councillor Chalmers, having declared an interest in the above item, withdrew from the meeting during its consideration

4 Urgent Business

There were no items of urgent business.

Report

3

Report to: **Conference Allocation Committee**
 Date of Meeting: **26 June 2018**
 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 the LGPS Strategic Investment Forum organised by DG Publishing to take place in Hertfordshire from the 16 to 18 July 2018 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 invitation received for the LGPS Strategic Investment Forum organised by DG Publishing and decide on which elected members should attend if it is considered appropriate for the Council to be represented.

3. Background

3.1. Invitations have been received in respect of the LGPS Strategic Investment Forum organised by DG Publishing to take place in Hertfordshire from the 16 to 18 July 2018. In accordance with procedures for dealing with this, details 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. The year to date commitment is £1211 leaving a balance of £14789 for the remainder of 2018/2019.

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 June 2018

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