



Council Offices, Almada Street
Hamilton, ML3 0AA

Wednesday, 02 May 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, 01 May 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 13 March 2018 submitted for approval as a correct record. (Copy attached)

Item(s) for Decision

3 Elected Member Representation at Conferences, etc

5 - 8

Report dated 23 April 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

CONFERENCE ALLOCATION COMMITTEE

2

Minutes of meeting held in Committee Room 4, Council Offices, Almada Street, Hamilton on 13 March 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 interests were declared:-

Councillor(s)	Item(s)	Nature of Interest(s)
Craig	Elected Member Representation at Conferences, etc:- <ul style="list-style-type: none"> ◆ "Next Steps for Participatory Budgeting in Scotland" conference organised by Holyrood Events to be held in Edinburgh on 27 March 2018 ◆ APSE Annual Conference and Exhibition to be held in Aviemore on 16 and 17 May 2018 	Personal interest

2 Minutes of Previous Meeting

The minutes of the meeting of the Conference Allocation Committee held on 13 February 2018 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 5 March 2018 by the Executive Director (Finance and Corporate Resources) was submitted providing details of conferences which the Council had been invited to attend.

The Committee decided:

- (1) that the Council be represented by Councillor Dryburgh at the "Women into Leadership" 2018 conference to take place in Glasgow on 22 May 2018;
- (2) that the Council be represented by Councillors Convery and Craig at the "Next Steps for Participatory Budgeting in Scotland" conference organised by Holyrood Events to take place in Edinburgh on 27 March 2018; and

- (3) that the Council be represented by Councillor Craig at the Association for Public Service Excellence (APSE) Annual Conference and Exhibition to take place in Aviemore on 16 and 17 May 2018.

Councillor Craig, having declared an interest in the above 2 conferences, withdrew from the meeting during their consideration. Councillor Callaghan took the Chair for consideration of those conferences only

4 Urgent Business

There were no items of urgent business.

Report

Report to:	Conference Allocation Committee
Date of Meeting:	1 May 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 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.

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)

23 April 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

South Lanarkshire Council
CONFERENCE ALLOCATION COMMITTEE – 01/05/2018
List of Conferences, Seminars, etc

No	Start Date	End Date	Conference Title	Organiser(s)	Venue(s)
1.	04/06/2018	04/06/2018	The 2nd Health and Social Care Integration Event	Alliance Scotland	Glasgow
2.	26/06/2018	26/06/2018	Public Sector Fraud in Scotland – "Promoting Good Practice and Preventing Losses"	Mackay Hannah	Edinburgh

