

CONFERENCE ALLOCATION COMMITTEE

Minutes of meeting held in Committee Room 4, Council Offices, Almada Street, Hamilton on 28 August 2018

Chair:

Councillor Peter Craig

Councillors Present:

Walter Brogan, Stephanie Callaghan (Depute), Maureen Chalmers, Fiona Dryburgh, 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:-

<i>Councillor(s)</i>	<i>Item(s)</i>	<i>Nature of Interest(s)</i>
	Elected Member Representation at Conferences, etc:-	
Craig	♦ Climate Ready Clyde's Risk and Opportunity Assessment	Personal interest
Chalmers	♦ Improving Clinical and Care Governance in the Context of the Integration of Health and Social Services	Personal interest
Dryburgh	♦ Workshop Description and Learning Objectives	Personal interest

2 Minutes of Previous Meeting

The minutes of the meeting of the Conference Allocation Committee held on 26 June 2018 were submitted for approval as a correct record.

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

3 Approved List of Conferences, etc Providers

A report dated 24 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted requesting that consideration be given to whether the current list of Approved Conferences, etc Providers be discontinued.

Following a review of the current list of Approved Conferences, etc Providers, it had been established that a significant number of the organisations on the list had either disbanded, were no longer relevant or had completely changed their identity and it was considered that the list was no longer of use when considering members' attendance at conferences.

To facilitate members' attendance at a wide range of events, requests would be considered in the usual way, with conferences incurring a cost being considered by this Committee. Members would also be able to attend free conferences or events without Committee approval. Any travel expenses

associated with attendance at free conferences/events could be reclaimed, subject to approval by Group Leaders or Business Managers in order to comply with Financial Regulations.

The Committee decided:

- (1) that the use of the current list of Approved Conferences, etc Providers be discontinued; and
- (2) that the arrangements for attending free Conferences or events be noted.

[Reference: Minutes of 21 November 2017 (Paragraph 5)]

4 Elected Member Workshops 2018/2019

A report dated 15 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on a series of workshops organised by the Improvement Service (IS) to take place during September 2018 to January 2019.

Participation in the workshops was free of charge and would provide the opportunity to explore, in depth, the key challenges facing local government.

The Committee decided: that member attendance at the series of workshops organised by the IS, to take place during September 2018 to January 2019, be approved.

5 Elected Member Representation at Conferences, etc

A report dated 20 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted providing details of conferences/seminars which the Council had been invited to attend.

Councillor Craig, seconded by Councillor Callaghan, moved that the Council be not represented at the National Health Scrutiny and Assurance conference organised by the Centre for Public Scrutiny to be held in London on 14 September 2018. Councillor Brogan, seconded by Councillor Dryburgh, moved as an amendment that the Council be represented at the conference. On a vote being taken by a show of hands, 3 members voted for the amendment and 3 for the motion. On the casting vote of the Chair, the motion was declared carried.

The Committee decided:

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

Seminar or Conference	Date and Venue	Representation
(a) National Association of Councillors: "Tackling Austerity"	14 to 16 September 2018 Leicestershire	Councillor Falconer
(b) Church of Scotland Annual Conference	20 September 2018 Edinburgh	J Mulligan, religious representative on the Education Resources Committee
(c) Places of World Heritage UK: "Setting the Scene World Heritage"	15 October 2018 London	Councillor McClymont

- | | | | |
|-----|--|------------------------------|------------------|
| (d) | Holyrood Events: "Safe Homes for Scotland's Gypsy Traveller Communities" | 23 October 2018
Edinburgh | Councillor Burns |
| | | | |
| (e) | Climate Ready Clyde Partnership: "Climate Ready Clyde's Risk and Opportunity Assessment" | 31 October 2018
Glasgow | Councillor Craig |

Councillor Craig, having declared an interest in the above conference, withdrew from the meeting during its consideration. Councillor Callaghan took the Chair for consideration of this conference only

- | | | | |
|-----|--|-------------------------------|---------------------|
| (f) | Stonewall: Workshop Descriptions and Learning Objectives | 23 November 2018
Edinburgh | Councillor Dryburgh |
|-----|--|-------------------------------|---------------------|

Councillor Dryburgh, having declared an interest in the above conference, withdrew from the meeting during its consideration

- (2) that the Council be not represented at the National Health Scrutiny Assurance conference organised by the Centre for Public Scrutiny to take place in London on 14 September 2018.

6 Elected Member Representation at Conferences, etc Dealt with in Terms of Standing Order No 36(c)

A report dated 20 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on action taken, in terms of Standing Order No 36(c) because of the timescales involved and in order to take advantage of an early booking discount, by the Executive Director (Finance and Corporate Resources), in consultation with the Chair and an ex officio member, to approve member attendance at 2 conferences.

The Committee decided: that the action taken, in terms of Standing Order No 36(c), by the Executive Director (Finance and Corporate Resources), in consultation with the Chair and an ex officio member, to approve member attendance at the following 2 conferences, be noted:-

- ◆ Councillors Burns, Convery and McAdams at the *Next Steps to Implementing the Glasgow City Region Deal organised by Scotland's Policy Conferences to be held in Glasgow on 29 August 2018
- ◆ Councillor Callaghan at the "Communities for a Changing Population" conference organised by PAS to be held in Glasgow on 27 September 2018

7 Item of Urgent Business – Elected Member Representation at Conferences – Late Notice of Additional Conference

In view of the requirement to deal with this matter to allow arrangements for elected member representation to be made in advance of the date of the conference, the Chair decided, in terms of Standing Order No 4, that consideration be given to member representation as a matter of urgency at the "Improving Clinical and Care Governance In the Context of The Integration of Health and Social Services" event organised by the Scottish Government to be held in Glasgow on 10 October 2018.

The Committee decided:

that the Council be represented by Councillor Chalmers at the “Improving Clinical and Care Governance In the Context of the Integration of Health and Social Services” event organised by the Scottish Government to be held in Glasgow on 10 October 2018.

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