



Council Offices, Almada Street
Hamilton, ML3 0AA

Monday, 15 March 2021

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, 23 March 2021
Time: 09:30
Venue: By Microsoft Teams,

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

Yours sincerely

Cleland Sneddon
Chief Executive

Members

Peter Craig (Chair), Maureen Chalmers (Depute Chair), Gerry Convery, Maureen Devlin, Kenny McCreary, Jim Wardhaugh

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting

3 - 4

Minutes of the meeting of the Conference Allocation Committee of 26 January 2021 submitted for approval as a correct record. (Copy attached)

Item(s) for Decision

3 Elected Member Representation at Conferences, etc

5 - 8

Report dated 15 March 2021 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: Lynne Wyllie/Gillian Cochran

Clerk Telephone: 01698 455361/455375

Clerk Email: lynne.wyllie@southlanarkshire.gov.uk

CONFERENCE ALLOCATION COMMITTEE

2

Minutes of meeting held via Microsoft Teams on 26 January 2021

Chair:

Councillor Peter Craig

Councillors Present:

Councillor Maureen Chalmers (Depute), Councillor Gerry Convery, Councillor Maureen Devlin, Councillor Kenny McCreary

Councillor's Apology:

Councillor Jim Wardhaugh

Attending:

Finance and Corporate Resources

L Wyllie, Administration Assistant

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Conference Allocation Committee held on 3 November 2020 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 January 2021 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: that the Council be represented by Councillor Wilson at the Chartered Institute of Housing (Scotland): "Scotland's Housing Festival 2021" conference to take place online on 9 and 10 March 2021.

4 Urgent Business

There were no items of urgent business.

Report

3

Report to:	Conference Allocation Committee
Date of Meeting:	23 March 2021
Report by:	Executive Director (Finance and Corporate Resources)

Subject:	Elected Member Representation at Conferences, etc
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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. Delegate fees associated with members' attendance at conferences can be met from within the existing budget.

5.2. The annual budget for attendance at Conferences and associated travel, subsistence and accommodation is £9,000, amount spent to date is £305, leaving a remaining balance of £8,695.

6. Other Implications (including Environmental and Risk Issues)

6.1. Attendance at conferences 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)

15 March 2021

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:-

Lynne Wyllie/Gillian Cochran, Administration Assistant

Ext: 5361/5375 (Tel: 01698 455361/5375)

E-mail: lynne.wyllie@southlanarkshire.gov.uk / gillian.cochran@southlanarkshire.gov.uk

South Lanarkshire Council
CONFERENCE ALLOCATION COMMITTEE – 23/03/2021
List of Conferences, Seminars, etc

No	Start Date	End Date	Conference Title	Organiser(s)	Venue(s)
1.	27/07/2021	27/07/2021	Meeting the Needs of an Ageing Population	Institute of Government and Public Policy (IGPP)	Online

