

Report

Report to:	Conference Allocation Committee
Date of Meeting:	16 November 2021
Report by:	Executive Director (Finance and Corporate Resources)

Subject:	Elected Member Representation at Conferences, etc Dealt with in Terms of Standing Order No 36(c)
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ advise on action taken, in terms of Standing Order No 36(c), in view of the timescales involved, by the Executive Director (Finance and Corporate Resources), in consultation with the Chair and an ex officio member, to approve member attendance at conferences, etc

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) 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 the participation of Councillor Chalmers in a webinar entitled "Community Wealth Building Summit 2021" organised by the Centre for Local Economic Strategies (CLES) between 15 to 19 November 2021, be noted.

3. Background

3.1. This webinar was previously considered at the Conference Allocation Committee on 7 September 2021 and it was agreed that Councillor Ross would attend. A further expression of interest has now been received from Councillor Chalmers and it is proposed that she also attends the webinar. The cost for the webinar is approximately £50 and was required to be booked in advance of the next meeting of this Committee to allow the necessary arrangements to be made and in terms of Standing Order No 36(c), the Executive Director (Finance and Corporate Resources), in consultation with the Chair and an ex officio member, has approved the participation of Councillor Chalmers in the following webinar:-

- ♦ "Community Wealth Building Summit 2021" organised by the Centre for Local Economic Strategies (CLES) between 15 to 19 November 2021

4. Employee Implications

4.1. None.

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, actual spend to date is £1,042 and amount committed to date is £135, leaving a remaining balance of £7,823.
- 6. Climate Change, Sustainability and Environmental Implications**
- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.
- 7. Other Implications**
- 7.1. Attendance at conferences contributes to individual member's 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.
- 8. Equality Impact Assessment and Consultation Arrangements**
- 8.1. There is no requirement to carry out an impact assessment in terms of the proposals contained within this report.
- 8.2. 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)

1 November 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective and Efficient

Previous References

- ◆ None

List of Background Papers

- ◆ Invitations received in respect of individual conferences, seminars, etc

Contact for Further Information

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

Lynne Wyllie, Administration Assistant

Ext: 5361 (Tel: 01698 455361)

E-mail: lynne.wyllie@southlanarshire.gov.uk