

EAST RENFREWSHIRE COUNCIL24 MAY 2017Report by Deputy Chief ExecutiveAPPOINTMENTS TO COSLA CONVENTION AND BOARDS**PURPOSE OF REPORT**

1. To appoint representatives of the Council to serve on the COSLA Convention and COSLA's Boards.

RECOMMENDATION

2. That the Council:-
- (a) appoint three representatives to the Convention taking account of the guidance on party balance; and
 - (b) consider the nomination of representatives on the 4 COSLA Boards

REPORT

3. In terms of the COSLA Constitution, the Council are entitled to appoint three representatives to serve on the Convention. In terms of advice issued by COSLA relative to political balance, where the opposition parties in a council which is run by a political group have, collectively, more than 1/x of the seats of the Council (x being the number of places on the Convention to which the Council is entitled) then **one** of the places on the Convention should be allocated to the **largest** opposition party.

4. In terms of the guidance, the Council's representation should be made up as follows:-
- 2 x Administration Councillors
 - 1 x Conservative Councillor

5. The Council's previous representatives on the Convention were Councillors Fletcher (as Leader of the Council), Buchanan (as Deputy Leader) and Miller (as Conservative Group Leader). The Convention meets twice a year.

Boards

6. In addition to representation on the Convention, the Council is also entitled to be represented on COSLA's Boards (Formerly Executive Groups).

7. Prior/...

7. Prior to its recent review, COSLA had 6 Executive Groups. The 6 Groups and the Council's representative on each Group were as follows:-

Executive Group	Representative
Resources and Capacity	Councillor Fletcher (as Leader)
Education, Children and Young People	Councillor Green (as Convener for Education and Equalities)
Health and Well-being	Councillor Lafferty (as Convener for Social Work and Health)
Strategic Human Resources Management	Councillor McAlpine (as Convener for Corporate Services)
Community Wellbeing	Councillor Montague (as Convener for Community Services and Community Safety)
Regeneration and Sustainable Development	Councillor Buchanan (as Convener for Infrastructure and Sustainable Growth)

8. Following its organisational review, COSLA has now established 4 new Boards. These Boards are:-

- Children and Young People
- Health and Social Care
- Environment and Economy
- Community Wellbeing

9. The remits for each of the Boards is attached, and the Council is entitled to appoint 1 representative to each Board. The Boards will meet 6 times per year. Substitutes are permitted but named substitutes are not required.

RECOMMENDATION

10. That the Council:-

- (a) appoint three representatives to the Convention taking account of the guidance on party balance; and
- (b) consider the nomination of representatives on the 4 COSLA Boards

Local Government (Access to Information) Act 1985

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Background papers

Letter from COSLA

COSLA Board Remit

1. MEMBERSHIP AND VOTING

The chair of each Board will be the Spokesperson appointed by the Convention.

Each member Council will have one representative on each Board.

The Board will meet six times each year. The Spokesperson may call extraordinary meetings of the Board as appropriate.

Board Members unable to attend a meeting should arrange a suitable substitute, and advise COSLA Member Support of this substitute in advance of the meeting. The substitute will be a member of the Board for that meeting and will be entitled to take part in the meeting with the full powers, duties and responsibilities of a member.

In the event of a vote each member, or substitute present, has one vote, with the Chair having the casting vote in the event that this is required.

If a decision which would normally be made by the Board requires to be made urgently between meetings of the Board, the Spokesperson, in consultation with the President and Vice President, may take action, subject to the matter being reported to the next meeting of the Board or Leaders.

One quarter of the members of the Board will constitute a quorum.

2. KEY RESPONSIBILITIES

Each Board has responsibility for discharging the following functions:

- Engage with and focus on councils' priorities in relation to its terms of reference.
- Provide the key network through which all member councils create policy, examine legislative or other developments, and investigate options for future direction in relation to its terms of reference.
- Take forward work that delivers the strategic priorities set by Convention including campaigns, research, improvement support, public statements and others steps as appropriate.
- Work with COSLA's Resources Spokesperson to scrutinise and address the financial, human, and other resource implications for local government associated with their terms of reference, making recommendations to Leaders as appropriate.
- Involve members, councils and other appropriate stakeholders in the delivery of its work through a varied mix of events, presentations of advice and evidence, networks, debate, and other means of engagement.
- Draw on the expertise of key advisors from the sector, including SOLACE. Professional advisers attending meetings will not have voting rights.
- Contribute to reforms, efficiencies, and improvements in the delivery of local services, and identify and share good practice and ideas to stimulate innovation and improvement.

Individual Members will be expected to:

- Represent their council through regular attendance at Board meetings, providing a channel of communication and engagement between their Council and the work of the Board.
- come to the Board with an informed view of the papers, reflective of their Council position.
- report back the decisions of the Board to their respective Councils and deliver any agreed actions.

3. PRINCIPLES

The Board will ensure that:

- its work is conducted fairly and that all members have the opportunity to contribute.
- existing areas of service delivery or the potential impact of a new policy are considered from equalities and sustainability perspectives.
- deliberations include a broad range of interests and views from across communities, local and national government, and wider stakeholders.
- it shapes action in pursuit of COSLA's vision for local government in Scotland and in ways which uphold COSLA's principles of:
 - Strengthening Local Democracy
 - Working Together Locally
 - Delivering Outcomes
 - Focusing on Communities
 - Defending Local Choices
- in line with the above principles, asymmetry is considered as part of policy development/positions.

4. WORK PLAN AND REPORTING ACCOUNTABILITIES

Through engagement with member councils, the Board will develop and maintain a programme of work to deliver their brief, linking with other boards where appropriate. This workplan should include how the Board will contribute to COSLA's overall priorities as agreed by Convention.

The work plan will be reviewed at every meeting to reflect new issues and updates as appropriate.

The Board will report to Leaders meetings on relevant matters arising from their work plan, and refer issues of significant political and budgetary implication to Leaders.

The Board will provide an annual update to Convention on the fulfilment of their work plan.

5. SPECIAL INTEREST GROUPS AND APPOINTMENTS

The Board may recommend to COSLA's Leadership Sounding Board the establishment of Special Interest Groups, with terms of reference as Leadership Sounding Board may determine.

The Board may also:

- Appoint members to relevant outside bodies
- Appoint member champions from the Board to lead on key issues

6. REPORTS AND MINUTES

Papers will be circulated by COSLA 7 days in advance of the meeting and include clear advice on further sharing of reports.

The draft minute will be circulated within five working days of the meeting for comment, amendments and note of action points. Final agreement of the minute will be at the next meeting of the Board.

Health and Social Care

- Integration of Health and Social Care
- Reform of Adult Social Care
- Charging Policies for Social Care
- Public Health and Health Inequalities
- Older People's Care and Support/ NCHC and Care Home Provision
- Supporting Carers
- Social Care Workforce

Children and Young People

- GIRFEC (Getting it Right for Every Child) policy development and implementation
- Education, including education governance, Curriculum for Excellence, assessment and examinations, attainment and achievement, infrastructure, learning in early years' settings, post 16 education and additional support for learning
- Early Learning and Childcare Expansion
- Integrated children's services, including those for children with a disability and young carers
- Children and young people's health
- Improving outcomes for Looked After Children in all settings including at home, in foster care, kinship care, residential and secure care, and Corporate Parenting
- Child protection
- Children's hearings and youth justice
- Child poverty
- Aspects of employability for young people

Community Wellbeing

- Community Empowerment & Engagement
- Equalities and Human Rights
- Community and Criminal Justice
- Housing & Homelessness
- Community Safety and Resilience
- Migration and Refugee Issues
- Consumer Protection
- Poverty
- Sports, Culture and Leisure
- Social Security & Welfare Reform
- Employability

Environment and Economy

- Unconventional Onshore Oil and Gas Extraction
- Planning
- Transport
- Crown Estate
- Digital
- Islands Bill
- Climate Change
- Waste
- Scotland's Economic Strategy (including the Enterprise and Skills Review)
- Regeneration Capital Grant Fund