

South Ayrshire Council

Report by Head of Legal, HR and Regulatory Services to South Ayrshire Council of 19 May 2022

Subject: Appointments to Convention of Scottish Local Authorities

1. Purpose

- 1.1 The purpose of this report is to seek the Council's approval to appoint a delegation to COSLA's Convention following the outcome of the South Ayrshire Council election on 5 May 2022.

2. Recommendation

2.1 It is recommended that the Council:

- 2.1.1 **considers and approves membership (including named substitutes) of the COSLA Convention; and**
- 2.1.2 **requests the Head of Legal, HR and Regulatory Services to submit a further report to a future meeting of the Council in relation to appointments to the COSLA Policy Boards.**

3. Background

- 3.1 The Council is currently represented on COSLA's Convention and has four places with a named substitute for each member.
- 3.2 The COSLA Constitution makes provision for the appointments process.
- 3.3 The COSLA Constitution **requires** that delegations reflect the balance of party political representation within the Council.
- 3.4 Election of the Presidential team will take place at first meeting of the Convention on 17 June 2022. Convention delegates will nominate for these posts and, to participate fully in the election of the Presidential team, Convention delegates must be appointed no later than 27 May 2022 in order to give them the opportunity to meet the deadline for nominations for the posts of President and Vice President of COSLA, which posts must now be gender balanced.
- 3.5 COSLA cannot appoint any Spokespersons until the political balance of the Convention is established which is dependent on receipt of delegations for Convention. Once the political balance on the Convention is clear, the Groups (via Political group Leaders) on COSLA will be advised of any Spokesperson vacancies

available to them and invited to agree the division of portfolios and agree nominations for Spokespersons. This also has to be gender balanced.

- 3.6 Once the political posts of President, Vice-President and Spokespersons have been arrived at, COSLA will write asking each Council to make an appointment to their four Policy Boards. They will write to each Council formally after the Convention meeting in June and it is unlikely that the Boards will start meeting until late August/early September. COSLA have advised that the vast majority of outside appointments COSLA makes will be dealt with at the Boards although a small number will be handled at the June Convention meeting.

4. Proposals

- 4.1 It would be appropriate for the Council to approve its delegation to the Convention noting that the COSLA Constitution requires that delegations reflect the balance of party political representation within the Council.
- 4.2 It is proposed that the Head of Legal, HR and Regulatory Services be requested to submit a further report to a future meeting of the Council in relation to appointments to the COSLA Policy Boards.

5. Legal and Procurement Implications

- 5.1 There are no legal implications arising from this report.
- 5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 Minimal costs for attending meetings, etc, can be met from existing budget.

7. Human Resources Implications

- 7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

- 8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

- 8.2.1 Rejecting the recommendations will result in the Council not being represented on COSLA.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 1](#).

10. Sustainable Development Implications

- 10.1 **Considering Strategic Environmental Assessment (SEA)** - This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy or strategy.

11. Options Appraisal

- 11.1 An options appraisal has not been carried out in relation to the subject matter of this report.

12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to Commitment 1 of the Council Plan: Fair and Effective Leadership/ Leadership that promotes fairness.

13. Results of Consultation

- 13.1 There has been no consultation on the contents of this report.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Head of Legal, HR and Regulatory Services will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the 'Council and Leadership Panel Decision Log' at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Notify COSLA of the Council's appointed delegation to Convention	27 May 2022	Service Lead – Democratic Governance

Background Papers **None**

Person to Contact **Catriona Caves, Head of Legal, HR and Regulatory Services
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612556
E-mail catriona.caves@south-ayrshire.gov.uk**

Date: **12 May 2022**

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Appointments to Convention of Scottish Local Authorities
Lead Officer (Name/Position/Email)	Catriona Caves, Head of Legal, HR and Regulatory Services – catriona.caves@south-ayrshire.gov.uk

2. Which communities, groups of people, employees or thematic groups do you think will be, or potentially could be, impacted upon by the implementation of this policy? Please indicate whether these would be positive or negative impacts

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	-
Disability	-	-
Gender Reassignment (Trans/Transgender Identity)	-	-
Marriage or Civil Partnership	-	-
Pregnancy and Maternity	-	-
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	-
Religion or Belief (including lack of belief)	-	-
Sex – gender identity (issues specific to women & men or girls & boys)	-	-
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	-
Thematic Groups: Health, Human Rights & Children's Rights	-	-

