
To: Renfrew & Gallowhill Local Area Committee

On: 30 May 2017

Report by: Director of Finance & Resources

Heading: Timetable of LAC Meetings to December 2017

1. Summary

- 1.1 The Council at its meeting held on 14th February, 2008 agreed its scheme of decentralisation, which included reference to the cycle of local area committee (LAC) meetings as follows:

“10.1 Local area committees will meet at least on a quarterly basis. This will allow sufficient time for progress on action to be reported on local strategies and issues. Local area committees should meet in suitable local venues to enhance community participation.”

- 1.2 The Council's Standing Orders apply to LACs. Standing Order 53 allows the convener of a LAC to call a special meeting of that committee by notifying the Director of Finance & Resources. In these circumstances, special meetings require to be held within 14 days of the Director of Finance & Resources receiving the notification. This mechanism allows the convener to call a special meeting should any matters of particular urgency arise or if there is a general need for a meeting to consider matters such as outstanding grant applications.
- 1.3 Taking into consideration the ability of the convener to call special meetings if the need arises, it is suggested that meetings of this LAC be programmed on the basis of a quarterly cycle, with meetings being held on 15 August and 14 November 2017.
- 1.4 Members are also invited to consider the time of Renfrew & Gallowhill Local Area Committee meetings. In the past, meetings of this LAC have been scheduled for 6.30 p.m.

- 1.5 The choice of venues for local area committee meetings is limited as a result of practical considerations such as size and accessibility. In the past the Renfrew & Gallowhill LAC has followed a pattern of two meetings in Renfrew Town Hall followed by one in Gallowhill Community Centre. These arrangements have been flexible to take account of available accommodation and the Council Chambers, Renfrewshire House, have been used when required.
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2. Recommendations

- 2.1 That meetings of this local area committee be programmed for 15 August and 14 November 2017; and
- 2.2 That consideration be given to the time and venue of local area committee meetings.
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Implications of this report

1. Financial Implications

None.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

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- This report suggests that LACs meet at times and venues most suitable for community representatives.

4. Legal Implications

None.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

- (a) The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because all venues are fully accessible and dates/times of meetings are recommended with a view to maximising attendance. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. Health and Safety Implications

None.

9. Procurement Implications

None.

10. Risk Implications

None.

11. Privacy Impact

None.

List of Background Papers

None

Author: Dave Low,
Senior Committee Services Officer (LACs)
0141 618 7105
david.low@renfrewshire.gsx.gov.uk