
To: Emergencies Board

On: 3 July 2020

Report by: Director of Finance and Resources

Heading: Arrangements for Meetings of the Emergencies Board

1. Summary

- 1.1 A report to the Council meeting on 25 June 2020 approved governance arrangements for Board meetings until September 2020. The report included arrangements for future meetings of the Emergencies Board. Although the report to Council was agreed, it was also agreed that arrangements should be finalised by agreement with members of the Board on two issues. These were whether the time for the start of the board meetings should be 2PM rather than 3PM and whether the dates of the meetings could be planned in such a way as to avoid clashing with the dates of COSLA Leaders meetings.
- 1.2 The report seeks the Board's approval to a proposal which addresses both these issues.
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2. Recommendations

- 2.1 The Board is asked to approve the arrangements for dates of future meetings of the Board set out in paragraph 3.6 of the report with all meetings of the Board starting at 2PM.
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3. Background

- 3.1 At its meeting on 25 June 2020, the Council approved a report on future governance arrangements which included a proposal that the Emergencies Board meetings would be held fortnightly with the next meeting on Friday, 3 July 2020 at 3PM.
- 3.2 However, at the meeting it was suggested that the Board meetings should start at 2PM and it was agreed that the start time for the meetings would be subject to agreement between the members of the Board.
- 3.3 It was also suggested that the Board should not meet on the same day as the COSLA Leaders meetings and it was agreed that officers would look into whether that would be possible to arrange.
- 3.4 It has been established that COSLA Leaders meetings are reverting to their normal schedule of taking place on the last Friday of each month. This means that there will be two meetings over the summer; on 31 July 2020 and 28 August 2020.
- 3.5 Both of these dates would clash with meetings of the Emergencies Board should the Board's meeting schedule follow the proposal in the Council report of meeting every two weeks after the first meeting on 3 July 2020. It is also the case that 31 July 2020 is the start of the Paisley Fair Holiday weekend when Council, offices would close at 2:30 PM.
- 3.6 To address these issues, it is proposed that after the planned meetings on 3 and 17 July, the Emergencies Board meeting on 31 July is postponed until the following Friday, 7 August 2020. Subsequent meetings of the Board will take place every two weeks following that date up until the Council meeting on 24 September 2020. This means that there will no meetings of the Emergencies Board on the dates of the COSLA Leaders meetings. All of the meetings will take place at 2PM.

Implications of the Report

1. **Financial** – N/A
2. **HR & Organisational Development** – N/A
3. **Community/Council Planning** – it is unlikely that the recommendations will affect this directly,
4. **Legal** – as detailed in the report.

5. **Property/Assets- N/A**
6. **Information Technology- N/A**
7. **Equality & Human Rights -**
 - (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; only positive benefits are likely to result from the extension of duration of existing licences due to the ongoing medical emergency. 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 & Safety – nil.**
9. **Procurement – nil.**
10. **Risk- nil.**
11. **Privacy Impact – n/a**
12. **Cosla Policy Position – n/a**
- 13 **Climate Change – neutral.** The report concerns arrangements for the operation of the Council's Emergencies Board.
- 14 **Fairer Scotland Duty (Strategic Decisions Only) – n/a**

List of Background Papers

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