

10.00am, Thursday, 22 September 2016

Conference Invitation – ‘Local Government: Leading Reform – COSLA and Improvement Service Annual Conference & Exhibition 2016 (6-7 October 2016)

Item number	8.3
Report number	
Executive/routine	
Wards	All

Executive summary

The Council has been invited to nominate delegate(s) to attend the COSLA and Improvement Service Annual Conference & Exhibition to be held at Crieff Hydro Hotel, Perthshire on 6-7 October 2016.

Conference Invitation – ‘Local Government: Leading Reform – COSLA and Improvement Service Annual Conference & Exhibition 2016 (6-7 October 2016)’

Recommendations

- 1.1 It is asked that the City of Edinburgh Council:
 - 1.1.1 Considers appointing elected members to attend the COSLA and Improvement Service Annual Conference & Exhibition 2016.
 - 1.1.2 Notes that Edinburgh City Libraries Visibly Impaired People (VIP) Service has been shortlisted in the COSLA Excellence Awards 2016.

Background

- 2.1 The City of Edinburgh Council is a member of COSLA and is invited to send delegates to this Annual Conference.

Main report

- 3.1 This year’s Annual Conference is entitled “Local Government: Leading Reform” and will explore the key challenges facing Local Government. It will specifically focus on Elections 2017 as well as the impact of the EU Referendum. It will also consider financial challenges and improving lives locally. Attached in Appendix 1 is the Conference programme.
- 3.2 The Excellence Awards Ceremony is included as part of the Annual Conference. The City of Edinburgh Council has been shortlisted for the City Libraries Visibly Impaired People (VIP) Service. This is an innovative new service which helps people who are blind or partially sighted to live independently. The service was designed by blind and partially sighted people and supports their information, learning and employment needs while linking them to community initiatives and social activity.
- 3.3 The VIP Service has already achieved ‘Bronze’ status and the Awards ceremony will announce if the Service has achieved ‘Silver’ or ‘Gold’.

Measures of success

- 4.1 There are no immediate measures of success applicable to this report.

Financial impact

- 5.1 The attendance options and costs are set out in the conference flyer attached to this report (Appendix 1). Costs will be met by Members Services.

Risk, policy, compliance and governance impact

- 6.1 There are no risks or governance concerns associated with the Council having delegates attend the Conference. The future governance and strategic role of COSLA will however be discussed during the conference.

Equalities impact

- 7.1 There are no equalities impacts arising from attendance at this conference.

Sustainability impact

- 8.1 Travel arrangements will be made in accordance with the Council's Sustainable Travel Plan.

Consultation and engagement

- 9.1 There are no consultation or engagement requirements. In line with the Conference and Civic Visit Procedure delegates should, following the event, complete a Feedback Form for inclusion in the Committee Business Bulletin.

Background reading / external references

The Background to the Conference can be found at
<http://www.cosla.gov.uk/events/2016/10/cosla-and-annual-conference-2016>

Andrew Kerr

Chief Executive

Contact: Kirsty- Louise Campbell, Interim Head of Strategy and Insight

E-mail: kirsty-louise.campbell@edinburgh.gov.uk | Tel: 0131 529 3654

Links

Coalition pledges	P33 - Strengthen Neighbourhood Partnerships and further involve local people in decisions on how Council resources are used.
Council outcomes	CO23 – Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community
Appendices	Appendix 1: COSLA Annual Conference programme



Councillor David O'Neill
President
COSLA



Sally Loudon
Chief Executive
COSLA



Colin Mair
Chief Executive
Improvement Service

Entitled **Local Government: Leading Reform**, the 2016 COSLA and Improvement Service Annual Conference takes place on Thursday, 6 and Friday, 7 October, 2016 in the Crieff Hydro Hotel.

There is no doubt whatsoever that the 2016 COSLA and Improvement Service Annual Conference, the keynote event in the Scottish Local Government Calendar, comes at a crucial time for local democracy in Scotland and indeed Europe.

Not only are we six months in from the Scottish Parliamentary Elections, we have our own Elections in May 2017 and we also just witnessed the EU Referendum vote and will have to be fleet of foot through all of the fallout that will come on the back of this decision.

Even by normal standards this is a remarkable string of events for the backdrop of Conference. These are massive political influences which will certainly not make the waters Scottish Local Government has to charter any less choppy.

Returning to more bread and butter issues, there can be no disguising the fact that Scotland's Councils have done a remarkable job to date in the face of budget cuts. We all know that the financial situation is not going to get better for the

The 2016 fee includes:

As a member Authority, attending as a full residential Conference delegate will cost **£399** plus VAT.

Included in the full residential Conference delegate fee is one nights' accommodation on Thursday, 6 October. The fee includes attendance at the COSLA Excellence Awards, Pre-Dinner Reception, Dinner and Ceremony on Thursday, 6 October. It also includes attendance at the Conference and Convention sessions including tea/coffee and lunch on 6 and 7 October.

Plenary Sessions

The conference will start at **9.00a.m.** on Thursday, 6 October and concludes at **2.00p.m.** on Friday, 7 October. This is your chance to contribute to the debate on key issues in Scotland.

The conference is an invaluable opportunity to network in an informal situation.

Accommodation

This year's event will be held at the Crieff Hydro Hotel, Perthshire and it is anticipated that all conference delegates will be accommodated within the Hotel and surrounding grounds.

All accommodation must be booked through COSLA by Monday, 19 September 2016.

We are unable to guarantee places for forms received after this date.

For further information regarding the hotel or accommodation, please contact Linda Bruce on 0131 474 9228 or email linda@cosla.gov.uk

Hotel Information

Crieff Hydro Hotel is Scotland's leading leisure resort. Situated in the picturesque Starthearn Valley within Perthshire, Gateway to the Highlands. The resort is an hour's drive from Edinburgh, Glasgow and Dundee and only 17 miles from Perth.

Delegate Attendance Options

The following flexible attendance options allow you to attend the conference on a basis which best suits your needs. These changes are in response to customer demand and reflect delegates' increasing workplace commitments. Please read the options and mark your choices on the booking form.

OPTION 1

Full residential conference delegate

Accommodation on 6 October and attendance at all sessions, including tea/coffee and lunch on 6 and 7 October. Pre-Dinner Reception, Awards Ceremony and Dinner, on 6 October.

OPTION 2

Day delegate on Thursday, 6 October

Attendance at all sessions, tea/ coffee and lunch on 6 October. Does NOT include accommodation or attendance at dinner.

OPTION 3

Day Delegate on Friday, 7 October

Attendance at all sessions, tea/ coffee and lunch on 7 October.

OPTION 4

Accommodation on Wednesday, 5 October

Bed and breakfast on the night of 5 October.

OPTION 5

Accommodation on Thursday, 6 October

Bed and breakfast on the night of 6 October.

OPTION 6

Pre-Dinner Reception, Excellence Awards Ceremony and Dinner on Thursday, 6 October

Attendance at the Pre-Dinner Reception, Excellence Awards Ceremony and Dinner on 6 October.

Exhibiting

The exhibition is an integral part of the Conference, attracting a wide variety of organisations working in both the public and private sectors. Refreshments will be served in the exhibition areas to ensure that exhibitors have the chance to meet with delegates.

Further information is available from Megan Connelly on 0131 474 9224 or email megan@cosla.gov.uk

Advertising

The official conference handbook contains essential programme and speaker information and is distributed to all delegates attending the Conference. There is a limited amount of advertising space available in the handbook which will be A4 size and printed in full colour.

The following rates will apply :

Full page	-	£450 plus VAT
Half page	-	£280 plus VAT
Quarter page	-	£200 plus VAT

For technical specifications please contact Linda Bruce on 0131 474 9228 or email linda@cosla.gov.uk

Sponsorship

Sponsoring one particular aspect of the conference brings its own list of benefits and related costs. Organisations may also contribute to the cost of one of the options shown below with recognition in the Conference Handbook.

For estimated costs or to discuss your contribution, **please contact Linda Bruce on 0131 474 9228 or email linda@cosla.gov.uk**

OPTIONS

Excellence Awards Ceremony Dinner

Evening Pre-Dinner Reception

Lunch(es)

Refreshment Breaks

Delegate Writing Pads

Delegate Pens

Delegate Conference Bags

Promotional Literature and/or Complimentary Gifts

An opportunity exists for including promotional literature or small complimentary gifts in the Delegate Briefcase at a cost of £300 + VAT per item. We would require you to supply approximately 300 copies or gifts.

Please contact Linda Bruce on 0131 474 9228 or email linda@cosla.gov.uk for further information.

Partner's Attendance

Partners of all delegates are welcome to attend the conference at an additional cost of £280 plus VAT.

For catering and administrative purposes, please provide details of your planned attendance at the event. All accommodation will be in either a twin or double room with your partner. Access to the leisure facilities at Crieff Hydro is also available to partners.

Delegate Booking

Please photocopy this form for each delegate attending and return it to **Linda Bruce** at the address below by **Monday, 19 September 2016**.

COSLA,
Verity House,
19 Haymarket Yards,
Edinburgh, EH12 5BH

T: 0131 474 9228

F: 0131 474 9378

E: linda@cosla.gov.uk

COSLA
Verity House
19 Haymarket Yards
Edinburgh EH12 5BH
T. 0131 474 9200
www.cosla.gov.uk

**Improvement Service
iHub**
11 Quarrywood Court
Livingston EH54 6AX
T. 01506 282012
www.improvementservice.org.uk



In partnership with



expertise in your environment
LANDENGINEERING



Delegate Booking Form

First Name _____	Surname _____
Job Designation _____	Organisation _____
Address for Correspondence _____	Telephone _____
_____	Email _____
_____	_____

ATTENDANCE OPTIONS AND COSTS

Delegates are invited to 'pick and choose' the most appropriate options. For a description of all the options, please refer to the notes overleaf. We regret that **NO REFUNDS** can be made, although delegates may substitute, providing reasonable notice is given. It is also important to note that it is **NOT** possible for delegates to 'share' a conference place.

Prices are shown excluding VAT

Full Conference Option (please tick)

	*Member	Non-Member
1. Full residential conference delegate (includes everything listed below EXCEPT accommodation on Wednesday, 5 October	<input type="checkbox"/> £399	<input type="checkbox"/> £475
2. Day delegate on Thursday, 6 October	<input type="checkbox"/> £180	<input type="checkbox"/> £250
3. Day delegate on Friday, 7 October	<input type="checkbox"/> £180	<input type="checkbox"/> £250
4. Accommodation on Wednesday, 5 October	<input type="checkbox"/> £99	<input type="checkbox"/> £99
5. Accommodation on Thursday, 6 October	<input type="checkbox"/> £99	<input type="checkbox"/> £99
6. Pre-Dinner Reception, Excellence Awards Ceremony & Dinner on Thursday, 6 October	<input type="checkbox"/> £77	<input type="checkbox"/> £77

* Member – Denotes Elected Members and Officers from COSLAs Membership Local Authorities

PAYMENT

Please choose one of the following payment schemes (A or B)

A. I enclose a cheque for the amount shown below
made payable to COSLA

Amount payable £ _____

Please add VAT at 20% £ _____

Total amount due to COSLA £ _____

A VAT Invoice will be sent separately and a confirmation letter closer to the date of the conference.

B. Please invoice my organisation

Authorised signature _____

Please print name _____

SPECIAL REQUIREMENTS

	Delegate	Partner
Diet?		
Audio?		
Visual?		
Access?		

PARTNER'S BOOKING DETAILS

Name _____

Address for Correspondence _____

Telephone _____

Partner's attendance schedule

Accommodation on Wednesday, 5 October (double/twin occupancy)

Accommodation on Thursday, 6 October (double/twin occupancy)

Refreshments and lunch on Thursday, 6 October

Refreshments and lunch on Friday, 7 October

Pre-Dinner Reception, Excellence Awards Dinner and Ceremony on Thursday, 6 October

Amount payable - £280.00

Please add VAT at 20% - £56.00

Total amount due to COSLA - £336.00

I enclose a cheque for the amount shown above

Further information is available from Linda Bruce on
T: 0131 474 9228 E: linda@cosla.gov.uk