

LIST OF APPROVED CONFERENCES MEMBER ATTENDANCE

- 1 Attendance at seminars, conferences and similar events (whether inside or outside the United Kingdom), by Members, be subject to the approval of the Comhairle on the basis of recommendations from the relevant service committee. Where there is inadequate time to refer a matter through this procedure, the Director of Corporate Services shall determine the matter in consultation with the Convener.
- 2 There is a standing authority for attendance by the relevant Chairman or other Member listed in the second column of the following table, or his or her nominee at each of the annual conferences listed below; such nominee shall be drawn from the Committee of which the prime Member is Chairman.
- 3 At the discretion of a member who has attended a Conference approved either under this Scheme or specifically by the Comhairle the relevant conference papers may be included within the Members Information Bulletin.
- 4 Authorisation of attendance at seminars, conferences and similar events within the United Kingdom by officers is delegated to the relevant head of service subject to expenditure on such attendance being contained within the budgetary provision set aside for that department. This is not limited to the list below.
- 5 Authorisation of officer attendance at conferences, seminars and similar events outwith the United Kingdom is delegated to the Chief Executive, subject to the relevant head of service being satisfied that the costs associated with such attendance can be met from departmental budgetary provision set aside for such purpose.
- 6 Conferences, seminars and similar events which a member attends as a result of an appointment, nomination or office holding with an organisation to which the Comhairle has appointed or nominated that member shall be an approved duty for the purposes of this scheme and the scheme of approved duties.

<i>Conferences listed by Committee</i>	<i>Attendee</i>
Contract Services	
Association of Direct Labour Organisations - U.K. and Scottish.	Chairman or nominee
Development Services	
Royal Town Planning Institute	Chairman or nominee
Scottish Crofters' Union	Chairman or nominee
Scottish Fish Farming Conference and Exhibition	Chairman and nominee
Fish Farming	Chairman or nominee
Arts and Leisure	
Scottish Library Association	Representative on Association
Environmental Services	
Chartered Institute of Environmental Health (Scottish)	Chairman or nominee

Conferences listed by Committee	Attendee
Institute Waste Management	Chairman or nominee
Institute of Trading Standards Administration UK	Chairman or nominee
Institute of Trading Standards Administration's Scottish Branch	Chairman or nominee
Housing	
Institute of Housing Scottish Branch	Chairman or nominee
Tenants' Participation Advisory Service	Council representative on TPAS
Rural and Islands Housing Associations	Chairman or nominee
Policy and Finance	
Chartered Institute of Public Finance and Accountancy (Scottish and UK)	Chairman or nominee
Convention of Scottish Local Authorities	Convener, Vice-Convener and Comhairle's named third member appointed to the Convention or their nominees.
Rating and Valuation Scottish Conference	Chairman or nominee
Rating and Valuation National Conference	
Society of Directors of Personnel in Scotland	Chairman of Personnel Sub-Committee or nominee
Human Resources	Chairman of Personnel Sub-Committee or nominee
Society of Information Technology Managers	Chairman of Land, Property and Technology Sub-Committee or nominee
Scottish Association of Citizens' Advice Bureaux / Citizens Advice Scotland	Comhairle's representative on Western Isles Citizens Advice Service or the Comhairle's appointed substitute if the principal member is unable to attend.
Social Work	
Association of Directors of Social Work	Chairman or nominee
Scottish Association for the Deaf - Annual Council	Representative on Council
Transportation	
Scottish Accident Prevention Council	Comhairle's representative on Council
British Ports Authority	Comhairle's representative on Authority
Small Ports Authority	Comhairle's representative on Authority