

23 August 1995

Your Ref:

To: Conveners/Leaders of New Councils

Our Ref: G/1 - EJM/AM

Chief Executives  
New Councils

and Chief Executives  
Regional, Districts and Islands Councils

Dear Chief Executive

## REORGANISATION PROGRAMME OF CONFERENCES/INFORMATION BRIEFINGS AND SEMINARS

I have pleasure in enclosing details of forthcoming events which COSLA is organising to assist local government in implementing reorganisation. The Conferences, Information Briefings and Seminars have been arranged as part of the Reorganisation Information Programme. Although individual registration forms and further details of each event will be issued in the coming weeks, I should be grateful if you could draw the programme to the attention of your elected members and relevant officer(s).

Individual contact names are listed beside each event and officers will be happy to answer any queries or provide further information on request.

Yours sincerely



Elisabeth J Manson  
Office and Conference Services Manager

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WHEN CALLING PLEASE ASK FOR: Liz Manson

**REORGANISATION PROGRAMME OF CONFERENCES/  
INFORMATION BRIEFINGS AND SEMINARS  
1995/96**

<u>DATE</u>	<u>TITLE</u>	<u>CONTACT</u>	<u>VENUE</u>
<u>1995</u>			
31 August	<b>Housing Benefit Information Briefing for Elected Members</b>  To explain the Government's new Regulations concerning the calculation of housing benefit and their likely effects.	Albert Tait	COSLA Offices
1 September	<b>Seminar on Key Social Work issues for the new Councils</b>	Deirdre Wynn/ Mary Dinsdale	COSLA Offices
6 September	<b>Housing Benefit Information Briefing for Officers</b>  To explain the Government's new Regulations concerning the calculation of housing benefit and their likely effects.	Albert Tait	COSLA Offices
8 September	<b>Education Information Briefing</b>  Advice to new Councils on education matters - Higher Still, pre-five, community education and bursaries. Hosted jointly with SOED.	David Ferguson/ Dawn Burrows	COSLA Offices
12 September	<b>"Go with the Flow" Seminar</b>  An opportunity to discuss a management tool which can be used to model organisations at both strategic and individual function levels. Hosted jointly with LGMB	David Ferguson	COSLA Offices

<u>DATE</u>	<u>TITLE</u>	<u>CONTACT</u>	<u>VENUE</u>
15 September	<b>Seminar on Economic Development</b>  Focusing on the preparations to be undertaken by the new councils with regard to economic development.	Jon Harris/ Barbara Lindsay	COSLA Offices
19 September	<b>COSLA/SALVO Conference New Structures - New Opportunities: The Arts without Tiers</b>  How the new councils and arts organisations can work together.	David Ferguson/ Dawn Burrows	Station Hotel, Perth
22 September	<b>Executive Committee</b>	Liz Manson	COSLA Offices
2 October	<b>Effective Partnership Seminar</b>  Finding money for overseas projects to assist local authorities in progressing international links and development work.	Jon Jordan/ Liz Manson	COSLA Offices
4 October	<b>COSLA/SHELTER/Chartered Institute of Housing in Scotland: Information Briefing</b>  Delivery of the Housing Service following reorganisation.	Raymund McCluskey/ Barbara Lindsay	COSLA Offices
4-6 October	<b>Reorganisation Conference ending with Convention Meeting</b>  Range of issues relevant to the reorganisation of local government including management structures, other restructuring experiences, and support for elected members. The Conference has a strong emphasis on the personnel related aspects of reorganisation.	Richard Wheater /Liz Manson	Atholl Palace Hotel, Pitlochry
10 October	<b>Historic Burghs Seminar</b>  Launch of the Historic Burghs Association of Scotland to promote good conservation, urban design and traffic management in Scotland's Historic Burghs. Hosted jointly with HBAS.	Andy O'Neill	COSLA Offices

<u>DATE</u>	<u>TITLE</u>	<u>CONTACT</u>	<u>VENUE</u>
17-19 October	<b>Planning Conference</b>  To consider the key planning issues facing the new councils.	Andy O'Neill	Dumfries and Galloway Regional Headquarters
20 October	<b>Seminar on Police Matters</b>  Introduction to Scottish Office Guidance for Members of the new Police Authorities.	Raymund McCluskey	COSLA Offices
October - date to be agreed.	<b>Seminar on Rural White Paper</b>  To discuss the content of the Rural White Paper (expected in October) in the context of COSLA's rural agenda.	Jon Harris/ Barbara Lindsay	COSLA Offices
2 November	<b>Information Briefing on Arts and Recreation</b>  An opportunity to consider key issues facing the new councils with regard to leisure matters including; Museums Registration; COSLA Library Standards; Arts Strategies; Sport and Countryside Recreation issues.	David Ferguson/ Dawn Burrows	COSLA Offices
3 November	<b>Roads and Transportation Seminar</b>  On related European issues and their impact on the new councils	Sylvia Murray/ Mary Dinsdale	COSLA Offices
7 November	<b>Partnership with the European Union</b>  A key role for the New Councils.	Jon Jordan/ Liz Manson	COSLA Offices
9 November	<b>Reorganisation Housing Seminar</b>  The Government's new housing legislative proposals; and Care in the Community developments.	Raymund McCluskey/ Barbara Lindsay	COSLA Offices
10 November	<b>Seminar on Community Care Contracting</b>  An opportunity to discuss the draft COSLA/ADSW Community Care Contracting Guidance.	Deirdre Wynn/ Mary Dinsdale	COSLA Offices

<u>DATE</u>		<u>TITLE</u>	<u>CONTACT</u>	<u>VENUE</u>
29	November	<b>Disability Discrimination Act 1995 Seminar</b>	Cathy McLean	COSLA Offices
		On the implications of the new Act to be held in conjunction with Lothian and Edinburgh.		
30	November	<b>SEPA and the New Councils</b>	Deirdre Wynn/ Mary Dinsdale	COSLA Offices
		An opportunity to consider how the Scottish Environment Protection Agency will operate and work with the unitary authorities.		
1	December	<b>Executive Committee</b>	Liz Manson	COSLA Offices
15	December	<b>Convention Meeting and Festive Reception</b>	Liz Manson	COSLA Offices
<u>1996</u>				
15-16	February	<b>Conference - A Scottish Parliament and Local Government</b>	Liz Manson	Dunblane Hydro Hotel
		A discussion of the impact a Scottish Parliament would have on the work and functions of local government looking also at effective partnership arrangements. Hosted jointly with SLGIU and SCC.		
27-29	March	<b>Annual Conference 1996</b>	Liz Manson	Peebles Hydro Hotel
		The Conference will cover a broad range of subjects related to past and future roles and responsibilities of local government.		

- (1) Registration forms and details of each event will be issued separately over the coming weeks.
- (2) Information briefing sessions will be free of charge but for some Seminars and Conferences there may be a fee to cover administrative and catering costs.
- (3) Appropriate contact names are given for each subject but if you have any general queries regarding the arrangements for any event please contact Liz Manson, Conference Manager  
Tel: 0131-346-1222 or Fax: 0131-346-0055

August 1995

**EVENTS FOR WHICH DATES & VENUES HAVE YET TO BE AGREED**

<b><u>SUBJECT AREA</u></b>	<b><u>TITLE</u></b>	<b><u>CONTACT</u></b>
<b><u>COSLA</u></b>	It is planned to undertake a series of regional seminars the content of which will be the subject of consultation with the new councils.	Andy O'Neill
<b><u>ENVIRONMENT</u></b>	<b>Information Briefing/Seminar on Environment Matters.</b>  An opportunity to discuss how environment issues can be deal with under the new councils.	Andy O'Neill
<b><u>EQUAL OPPORTUNITIES</u></b>	<b>Seminar on CRE Standards document.</b>  Joint seminar with the Scottish Office of the Commission for Racial Equality	Sylvia Murray
<b><u>ROADS AND TRANSPORTATION</u></b>	<b>Briefing on the practical implications of implementing the Scottish Road Works Register.</b>	Sylvia Murray/ Mary Dinsdale
<b><u>FINANCE</u></b>	<b>Update on Local Government Finance Settlement. Prospects 1996/97.</b> (likely early November).	Norie Williamson/ Albert Tait
<b><u>DECENTRALISATION</u></b>	Seminars and Workshops to take place in Autumn 1995 for elected members and officials covering the key issues and implications of decentralisation to support the formulation of clear plans of action.	Graham Atherton/ Jon Harris/ Tim O'Brien
<b><u>COMPULSORY COMPETITIVE TENDERING</u></b>	Seminar on approaches to white-collar CCT for the new councils.	Jon Harris/ Graham Atherton
<b><u>FIRE SERVICE</u></b>	Information Briefing on Scottish Office Guidance to members of New Authorities.	Raymund McCluskey
<b><u>EMERGENCY PLANNING</u></b>	Information Briefing on Scottish Office "Advice to Chief Executives on Emergency Planning"; and future service delivery requirements.	Raymund McCluskey

**EVENTS IN SUMMARY BY SUBJECT/SERVICE**

**1995**

31 August	Housing Benefit
1 September	Social Work
6 September	Housing Benefit
8 September	Education
12 September	Management of Information
15 September	Economic Development
19 September	Arts
22 September	Executive Committee
2 October	Overseas Projects
4 October	Housing
4-6 October	Reorganisation in General/Human Resources/ Convention Meeting
10 October	Conservation of Built Environment
17-19 October	Planning
20 October	Police
? October	Rural Issues
2 November	Arts and Recreation
3 November	Roads and Transportation
7 November	European Union
9 November	Housing
10 November	Community Care
29 November	Disability
30 November	Environment Protection
1 December	Executive Committee
15 December	Convention Meeting

**1996**

15-16 February	Scottish Parliament
27-29 March	COSLA Annual Conference