

REPORT

To: CORPORATE SERVICES COMMITTEE		Subject: MEMBERS' ACCOMMODATION
From: HEAD OF CENTRAL SERVICES		
Date: 7 May 2008	Ref: JAF/IL	

1. **Purpose of Report**

1.1 The report seeks homologation of a decision to allocate a vacant office on the fifth floor of the Civic Centre to Councillor Harry McGuigan.

2. **Background**

2.1 The Guide to Members' Services, as approved by the Council, makes provision for an individual office located on the fifth floor of the Civic Centre for the Convener of each of the Council's Committees, of the Licensing Board and of the Scrutiny and Audit and Governance Panels. Following last May's elections, there remained vacant accommodation on the fifth floor.

3. **Allocation of Accommodation**

3.1 Councillor Harry McGuigan has been appointed as the COSLA Spokesperson on Community Wellbeing and Safety – and, in that capacity, Councillor McGuigan chairs one of the COSLA Executive Groups. Having regard to those responsibilities, following consultation with the Convener of the Committee, action was taken to allocate to Councillor McGuigan a vacant office on the fifth floor of the Civic Centre.

4. **Recommendation**

4.1 It is recommended that the Committee homologate the action taken by the Head of Central Services, following consultation with the Convener, to allocate to Councillor Harry McGuigan a vacant office on the fifth floor of the Civic Centre.


 Head of Central Services

Members seeking further information on the contents of this report are asked to contact John Fleming, Head of Central Services on Extension 2228.