
Report To:	Inverclyde Council	Date:	19 May 2022
Report By:	Head of Legal & Democratic Services	Report No:	LS/040/22
Contact Officer:	Iain Strachan	Contact No:	01475 712710
Subject:	Election of the Provost and Depute Provost of the Council		

1.0 PURPOSE

- 1.1 This report requests the Council to elect the Provost and Depute Provost for Inverclyde Council and calls for nominations for these posts.

2.0 SUMMARY

- 2.1 The Local Government etc. (Scotland) Act 1994 requires Councils to elect a Convener under the first item of business at its first meeting held after an ordinary election of Councillors. The Council can decide the title by which the Convener will be known and the term of office to be served, with the title Provost having traditionally been used in Inverclyde Council. In line with tradition, in this report the terms "Provost" and "Depute Provost" will be used, rather than "Convenor" or "Depute Convenor", as the case may be.
- 2.2 The Council also has the option to appoint a Depute Provost to preside at Council when the Provost is unable to do so. The role of the Depute Provost can also be extended to include deputising for the Provost in a civic capacity.

3.0 RECOMMENDATIONS

- 3.1 That the Council agrees to elect a Provost, using that title, and also agrees the term of office to be served; and
- 3.2 That the Council agrees to elect a Depute Provost, using that title, determines the extent of the role and the term of office to be served.

Iain Strachan
Head of Legal & Democratic Services

4.0 CONSIDERATIONS

Provost

- 4.1 Section 4 of the Local Government etc. (Scotland) Act 1994 requires that that election of a Convener should be the first business transacted at the first meeting of the Council held after an ordinary election of Councillors. This meeting must be held within 21 days of the election.
- 4.2 In addition, Section 4 of the Act clarifies that it is for the Council to determine the duration of the term of office of the Convener. Inverclyde Council has traditionally deemed the term of office to be the full term of the Council, which is currently 5 years.
- 4.3 The legislation further provides that the Council can decide the title by which the Convener will be known. Inverclyde Council has traditionally agreed that the Convener is to be known as the Provost. In line with tradition, in this report, the term “Provost” and “Depute Provost” will be used, rather than “Convenor” or “Depute Convenor”, as the case may be. Elected Members have been provided with further information on the role of the Provost in the Members’ Handbook.
- 4.4 Statute also enables the Council to determine the process for removal of the Provost. This is set out in the Standing Orders.

Depute Provost

- 4.5 The Local Government etc. (Scotland) Act 1994 also gives the Council the option to appoint a Depute Provost, to decide the title by which the Depute Provost will be known and the term of office. It is also for the Council to determine the extent of the role to be undertaken by the Depute Provost.
- 4.6 The title “Depute Convenor” (i.e. the statutory term) would be appropriate if the role of this office is restricted to presiding at Council in the absence of the absence of the Provost. If the role is extended to include deputising for the Provost on civic occasions, the appropriate title would be Depute Provost. During the previous term of Inverclyde Council there were two Depute Provosts elected. As above, Elected Members have been provided with further information on the role of the Depute Provost in the Members’ Handbook.

5.0 IMPLICATIONS

Finance

- 5.1 There are no financial implications arising from this report.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if Applicable)	Other Comments
N/A					

Legal

5.2 The legal considerations are contained within this report.

Human Resources

5.3 There are no HR implications arising as a result of this report.

Equalities

5.4 Equalities

Has an Equality Impact Assessment been carried out?

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YES

X

NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

Fairer Scotland Duty

5.5 If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

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YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.

X

NO – This report does not propose any major strategic decision.

Data Protection

5.6 Has a Data Protection Impact Assessment (DPIA) been carried out?

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YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.

X

NO – This report does not involve any such data processing that would necessitate a DPIA.

Repopulation

5.7 There are no repopulation implications arising from this report.

6.0 CONSULTATIONS

6.1 None

7.0 LIST OF BACK GROUND PAPERS

7.1 None.