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To: Councillors McIntyre (Chair), O'Neill, Reeves, D Coffey, Reid, Wilson, Provost Darnbrough and Councillors Farrell, Ross and Carmichael.

26 October 2005

Dear Councillor

MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE - 2 NOVEMBER 2005

You are requested to attend a meeting of the **Members' Services and Civic Ceremonial Sub-Committee of the Policy and Resources Committee** to be held on **WEDNESDAY 2 NOVEMBER 2005 at 1045 HOURS, or at the conclusion of the Housing Committee, whichever is the later**, in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely



Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support

CB/SR

B U S I N E S S

INTIMATE APOLOGIES

CONFERENCES/COURSES

- 1.1 CONFERENCES AND COURSES BUDGETARY UPDATE** - Note that the balance of budget for Conferences and Courses for financial year 2005/2006 is £12,838.41.
- 1.2** Request that the Sub-Committee agree to vire £5,000 from the Conferences and Courses budget to the Civic Ceremonial budget to meet the costs of any forthcoming civic ceremonial events.

CONFERENCES AND COURSES

- 2.1 **THE ROYAL ENVIRONMENTAL HEALTH INSTITUTE OF SCOTLAND - 23RD ANNUAL CONFERENCE, PERTH, 16-18 NOVEMBER 2005 (pages 1-2)** - Submit report dated 7 October 2005 (copy enclosed) by the Executive Director of Neighbourhood Services on an invitation for the Council to be represented at the above Conference.



CIVIC CEREMONIAL

3. **CIVIC CEREMONIAL BUDGETARY UPDATE** - Note that the balance of budget for Conferences and Courses for financial year 2005/2006 is £1,042.99.

4. CIVIC CEREMONIAL APPLICATIONS

- 4.1 **AUCHINLECK COMMUNITY DEVELOPMENT INITIATIVE (pages 3-4)** - Submit report dated 18 October 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of a contribution of £150.00 made in terms of the delegated authority of the Chief Executive, following consultation with the Chair, to Auchinleck Community Development Initiative in respect of the official opening of their Community Gardens.



- 4.2 **ST COLUMBA'S PRIMARY SCHOOL (pages 5-6)** - Submit report dated 18 October 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of an application received from St Columba's Primary School for a contribution of £400.00, which includes a trophy, towards their 50th Anniversary celebrations to take place in November 2005.



- 4.3 **CUMNOCK COMMUNITY COUNCIL (pages 7-8)** - Submit report dated 24 October 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support on an application received from Cumnock Community Council seeking a contribution of £250.00 towards a retiral presentation for two long standing members.



- 4.4 **CROSSHOUSE BOYS CLUB (pages 9-10)** - Submit report dated 25 October 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support on an application from Crosshouse Boys Club seeking a contribution of £50.00 towards an event to celebrate their 25th Anniversary and also the Under 16's winning the Scottish Cup this year.



5. **ELECTED MEMBERS' TRAINING AND DEVELOPMENT** - Submit report dated 18 October 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support providing an update and overview of training and development for Elected Members and submitting for consideration of the Sub-Committee, proposals for future training and development initiatives.

