

APPENDIX II

EAST AYRSHIRE COUNCIL

**MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE
POLICY AND RESOURCES COMMITTEE**

**MINUTES OF MEETING HELD ON WEDNESDAY 23 MAY 2001 AT 1135 HOURS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Tommy Farrell, Daniel Coffey, Douglas Reid, Drew McIntyre, John Knapp, Finlay MacLean and Provost Jimmy Boyd.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive/Director of Corporate Resources; William Stafford, Director of Community Services; Malcolm Roulston, Head of Information Technology; David Hewet, Senior Policy Adviser, Development Services; and Julie Armstrong, Principal Administrative Officer.

APOLOGIES: Councillors Harry Wilson and Eric Ross.

CHAIR: Councillor Tommy Farrell, Chair.

CONFERENCES AND COURSES BUDGETARY UPDATE

1. There was submitted and noted the Conferences and Courses budget for the financial year 2001/2002 which was £4,200.

CONFERENCES AND COURSES

**2.1 ASSOCIATION OF DIRECTORS OF SOCIAL WORK (ADSW) ANNUAL
CONFERENCE - "SHAPING THE FUTURE": 6-8 JUNE 2001, DUNBLANE**

There was submitted a report dated 2 May 2001 (circulated) by the Director of Educational and Social Services which advised of the Association of Directors of Social Work Annual Conference which was to be held between 6-8 June 2001 at the Hilton Dunblane Hydro Hotel, Dunblane.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

**2.2 COALFIELD COMMUNITIES CAMPAIGN - ANNUAL CONFERENCE - 10-12
SEPTEMBER 2001, TYNE AND WEAR**

There was submitted a report dated 12 April 2001 (circulated) by the Director of Development Services on the Coalfield Communities Campaign Annual Conference to be held on 10-12 September 2001 in South Shields, Tyne-on-Wear.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

2.3 SOLACE SCOTLAND - "E-LOCAL GOVERNMENT: MANAGING THE CHANGE" - 21 JUNE 2001, EDINBURGH

There was submitted a report dated 17 May 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources on the SOLACE Scotland Conference to be held on Thursday 21 June 2001 in Murrayfield Stadium Conference Centre, Edinburgh.

It was agreed that there be no Elected Member representation at the Conference.

2.4 19TH ANNUAL CONGRESS - THE ROYAL ENVIRONMENTAL HEALTH INSTITUTE OF SCOTLAND - 28-31 MAY 2001 - NAIRN

There was submitted a report dated 20 April 2001 (circulated) by the Director of Community Services on a request for the Council to be represented at the 19th Annual Congress to be held in the Newton Hotel and Highland Conference Centre, Nairn, from 28 to 31 May 2001.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

CIVIC CEREMONIAL BUDGETARY UPDATE

3. There was submitted and noted the Civic Ceremonial budget for financial year 2001/2002 which was £9,471.

CIVIC CEREMONIAL APPLICATIONS

4.1 BARSHARE PRIMARY SCHOOL, CUMNOCK

There was submitted a report dated 24 April 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which requested that the Sub-Committee consider an application from Barshare Primary School, Cumnock, for the provision of a trophy to commemorate the 25th Anniversary of the School.

It was agreed:-

- (i) to the request from Barshare Primary School, Cumnock, for the provision of a trophy to celebrate their 25th Anniversary, up to the value of £75.00;
- (ii) to remit the necessary arrangements, including Council representation, to the Director of Corporate Resources in consultation with the Chair; and
- (iii) that it be remitted to the Director of Corporate Resources to enquire whether the School would also wish to issue a Commemorate Badge to the pupils who receive the trophy annually, which the pupils could keep.

4.2 SCOTTISH WOMEN'S BOWLING ASSOCIATION AND INTERNATIONAL BRITISH ISLES SERIES

There was submitted a report dated 3 May 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources to consider a request for civic hospitality from Mrs Myra Mitchell, Ladies Section, Crosshouse Bowling Club, in recognition of the appointment of Mrs Francis McHarg as President of the Women's Scottish Bowling Association. The report also covered a request for civic hospitality from Mrs McHarg in her capacity as President in connection with an International and British

Isles Bowling Series for ladies to be hosted at Kilmarnock Portland Bowling Club from 21-24 June 2001.

It was agreed:-

- (i) to the request for civic hospitality for both events to take place on Friday 22 June 2001 at a cost of £440; and
- (ii) to remit the necessary arrangements including Council representation at the event to the Director of Corporate Resources in consultation with the Chair.

4.3 DALMELLINGTON BAND

There was submitted a report dated 3 May 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources to consider an application from Dalmellington Band for a pre-concert civic reception and meal for approximately 100 people on 15 September 2001.

It was agreed:-

- (i) to the request from Dalmellington Band for a pre-concert civic reception and meal at a cost of £500; and
- (ii) to remit the necessary arrangements including Council representation at the event, to the Director of Corporate Resources in consultation with the Chair.

4.4 VISIT BY THE MODERATOR OF THE GENERAL ASSEMBLY OF THE CHURCH OF SCOTLAND

There was submitted a report dated 3 May 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources on a request from the Church of Scotland, Presbytery of Irvine and Kilmarnock, to provide a civic lunch for the visit by the Moderator of the General Assembly on either Monday 29 October or Friday 2 November 2001, to take place in the Dower House, Dean Castle, Kilmarnock.

It was agreed:-

- (i) to the request from the Presbytery of Irvine and Kilmarnock for a civic lunch at a cost of £300; and
- (ii) to remit the necessary arrangements, including Council representation at the event to the Director of Corporate Resources in consultation with the Chair.

4.5 DARVEL AND DISTRICT COMMUNITY COUNCIL/DARVEL IMPROVEMENT GROUP

There was submitted a report dated 17 May 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources to consider an application from Darvel and District Community Council/Darvel Improvement Group for the provision of a civic reception to mark the opening of a Heritage Garden in Darvel.

It was agreed:-

- (i) to the request by Darvel and District Community Council/Darvel Improvement Group at a cost of £400 for the civic reception to mark the opening of the Heritage Garden; and
- (ii) to remit the necessary arrangements, including Council representation to the Director of Corporate Resources in consultation with the Chair.

INFORMATION TECHNOLOGY FACILITIES FOR ELECTED MEMBERS

5. There was submitted a report dated 14 May 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources to request that a survey be carried out to determine the information technology requirements for Elected Members.

It was agreed:-

- (i) that a survey of Elected Members be carried out to determine individual Members' requirements;
- (ii) that implementation of identified needs of Members' IT facilities be remitted to the Depute Chief Executive/Director of Corporate Resources in consultation with the Chair;
- (iii) that the results of the survey would be reported to the next Sub-Committee meeting; and
- (iv) otherwise, to note the contents of the report.

The meeting terminated at 1153 hours.

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