

Christine Baillie: Direct Dial Number: (01563) 576129

To: Councillors Farrell (Chair), D Coffey, Reid, McIntyre, Wilson, Knapp, F MacLean, Provost Boyd and Councillor Ross.

23 January 2003

Dear Councillor

**MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE - 29 JANUARY 2003**

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 29 JANUARY 2003 at 1045 HOURS** or immediately following 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



Fiona Lees  
Depute Chief Executive/Director of Corporate Resources

CB/SR

**BUSINESS**

**INTIMATE APOLOGIES**

**CONFERENCES**

**1. CONFERENCES AND COURSES BUDGETARY UPDATE**

- 1.1 BALANCE OF BUDGET REMAINING AS AT 13 JANUARY 2003 - £1,562.43.**

## 2. CONFERENCES/COURSES

- 2.1 **NATIONAL ASSOCIATION OF COUNCILLORS CONFERENCE - 7-9 FEBRUARY 2003, AYR (pages 1-2)** - Submit report dated 9 January 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources advising of an invitation received to attend the National Association of Councillors Conference.



- 2.2 **CoSLA ANNUAL CONFERENCE - 26-28 MARCH 2003 - ST ANDREWS BAY HOTEL, ST ANDREWS, FIFE (pages 3-4)** - Submit report dated 22 January 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources advising of an invitation received from CoSLA to attend the CoSLA Annual Conference.



- 2.3 **APSE BUILDING SERVICES ANNUAL SEMINAR - 4-6 FEBRUARY 2003, PEEBLES (pages 5-6)** - Submit report dated 6 January 2003 (copy enclosed) by the Director of Homes and Technical Services requesting that the Sub-Committee consider attendance at the Annual Conference of the Scottish Association for Public Service Excellence (formerly ADLO) Building Services.



- 2.4 **CHARTERED INSTITUTE OF HOUSING CONFERENCE - 17-20 JUNE 2003, HARROGATE (page 7)** - Submit report dated 6 January 2003 (copy enclosed) by the Director of Homes and Technical Services requesting that the Sub-Committee consider attendance at the Annual Conference of the Chartered Institute of Housing.



## CIVIC CEREMONIAL

### 3. CIVIC CEREMONIAL BUDGETARY UPDATE

- 3.1 **BALANCE OF BUDGET REMAINING AS AT 13 JANUARY 2003 - £2,924.40.**

The Sub-Committee is asked to note that the Depute Chief Executive/Director of Corporate Resources in terms of her delegated authority, has vired £2,000 to the Civic Ceremonial Budget to meet the costs of forthcoming events.

### 4. CIVIC CEREMONIAL APPLICATIONS

- 4.1 **AYRSHIRE AND ARRAN NHS BOARD - REQUEST FOR CIVIC RECEPTION (pages 8-9)** - Submit report dated 17 December 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate

Resources advising of "A Bridge to Vision" Conference which is to take place on 18 and 19 March 2003 in the Park Hotel, Kilmarnock, and requesting that the Sub-Committee consider hosting a Civic Reception prior to the Conference Dinner on 18 March 2003 in the Park Hotel, Kilmarnock.



- 4.2 CUMNOCK COMMUNITY COUNCIL (pages 10-11)** - Submit report dated 9 January 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources requesting that the Sub-Committee consider an application from Cumnock Community Council for a contribution towards their event in celebration of the Queen's Coronation to be held in Cumnock Town Hall on 5 April 2003.



- 4.3 GLENFIELD BOWLING CLUB, KILMARNOCK (pages 12-13)** - Submit report dated 9 January 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources requesting that the Sub-Committee consider an application from Glenfield Bowling Club, Queen's Drive, Kilmarnock, for a contribution towards their 75th anniversary celebrations to take place on 12 April 2003.



- 4.4 SCOTTISH COMMUNITY DRAMA ASSOCIATION - AYRSHIRE DISTRICT (pages 14-15)** - Submit report dated 3 December 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources requesting that the Sub-Committee consider an application received from the Scottish Community Drama Association (SCDA) - Ayrshire District asking the Council to host a Civic Reception, to take place on 26 April 2003, to celebrate the National Final of the SCDA One Act Play Festival.



- 5. KIRKIN' OF THE COUNCIL (pages 16-17)** - Submit report dated 9 January 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources requesting that the Sub-Committee consider arrangements for the Kirkin' of the Council ceremony.



- 6. REQUEST FROM JOUÉ-LÈS-TOURS FOR EXCHANGE VISIT** - Submit report (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources requesting that the Sub-Committee consider requests from Joué-lès-Tours for two exchange visits to take place this year.

