

Christine Baillie: Direct Dial Number: (01563) 576129

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

15 May 2002

Dear Councillor

MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE - 22 MAY 2002

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 22 MAY 2002 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** Note that the budget for Conferences and Courses for financial year 2002/2003 is £4,200.
- 1.2** Balance of budget remaining as at 8 May 2002 - £3,277.40.

2. CONFERENCES/COURSES

2.1 **COALFIELD COMMUNITIES CAMPAIGN - ANNUAL CONFERENCE 2002 - 16-18 SEPTEMBER 2002 - SALFORD QUAYS (pages 1-2) -**

Submit report dated 10 May 2002 (copy enclosed) by the Director of Development Services advising of the Coalfield Communities Campaign Annual Conference 2002 to be held between 16 and 18 September 2002 at The Lowry, Salford Quays.



CIVIC CEREMONIAL

3. CIVIC CEREMONIAL BUDGETARY UPDATE

3.1 Note that the budget for Civic Ceremonial events for financial year 2002/2003 is £9,470.

3.2 Balance of budget remaining as at 15 May 2002 - £8,560.05.

4. CIVIC CEREMONIAL APPLICATIONS

4.1 **CUMNOCK COMMUNITY COUNCIL (pages 3-4) -** Submit report dated 16 April 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources advising of a contribution made in terms of the delegated authority of the Depute Chief Executive/Director of Corporate Resources, following consultation with the Chair, to Cumnock Community Council towards the cost of hosting a reception for Billy Crawford, former Chairperson of the Community Council to be held on 17 May 2002.



4.2 **NEW CUMNOCK GOLF CLUB (pages 5-6) -** Submit report dated 24 April 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources on an application from New Cumnock Golf Club for a contribution towards their centenary celebrations to take place on 2 November 2002.



4.3 **SCOTTISH WOMEN'S RURAL INSTITUTE - MAUCHLINE (pages 7-8) -** Submit report dated 22 April 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources on an application from SWRI Mauchline for a contribution towards their 80th anniversary celebrations to take place on 17 March 2003.



- 4.4 VOLUNTEERS WEEK - PRESENTATION OF CERTIFICATES (pages 9-10)** - Submit report dated 7 May 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources advising of a request from East Ayrshire Volunteer Agency to host a volunteers certificate event in June 2002.



- 4.5 QUEEN'S GOLDEN JUBILEE CELEBRATIONS - ROYAL VISIT - 2 JUNE 2002 (pages 11-12)** - Submit report dated 7 May 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources advising of a letter received from R N Martin, Clerk of Lord Lieutenant, seeking financial assistance of £5,000 towards the cost of a visit by HRH Princess Anne on 2 June 2002.



- 5. PROPOSED PROTOCOL TO BE FOLLOWED FOR COUNCIL EVENTS (pages 13-16)** - Submit report dated 7 May 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources setting out for approval the consideration that should be followed when determining appropriate arrangements for representation at Council events.

