

APPENDIX III

EAST AYRSHIRE COUNCIL

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

**MINUTES OF MEETING HELD ON WEDNESDAY 17 NOVEMBER 1999 AT 1055
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Tommy Farrell, Drew McIntyre, Douglas Reid, Harry Wilson, John Knapp, Finlay MacLean, Provost Jimmy Boyd and Councillor Eric Ross.

ATTENDING: David Montgomery, Chief Executive; Barbara Haughan, Director of Corporate Services; John Mulgrew, Director of Education; Joe Cassidy, Policy Manager; Ken Robinson, Principal Administrative Officer; and Anne Fairbairn, Administrative Officer.

APOLOGY: Councillor Daniel Coffey.

CHAIR: Councillor Tommy Farrell, Chair.

CONFERENCES AND COURSES BUDGETARY UPDATE

1. There was submitted the Conferences and Courses budgetary update which advised that the allocation as at 31 October 1999 was £2,015.

CONFERENCES AND COURSES

**2.1 NATIONAL ASSOCIATION OF COUNCILLORS ANNUAL GENERAL MEETING
AND CONFERENCE, 19-21 NOVEMBER 1999, SOLIHULL**

There was submitted a report dated 3 November 1999 (circulated) by the Director of Corporate Services enabling Members of the Sub-Committee to consider attendance at the above Conference.

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 CHARTERED INSTITUTE OF HOUSING CONFERENCE, 14-17 MARCH 2000,
DUNDEE**

There was submitted a report dated 6 October 1999 (circulated) 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 in Scotland.

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

2.3 LOCAL GOVERNMENT FINANCE: OPTIONS FOR REFORM, 13 DECEMBER 1999, EDINBURGH

There was submitted a report dated 10 November 1999 (circulated) by the Chief Executive enabling Members of the Sub-Committee to consider attendance at the above Conference.

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

2.4 COALFIELD COMMUNITIES CAMPAIGN CONFERENCE, 14 DECEMBER 1999, CHESTERFIELD

There was submitted a report dated 10 November 1999 (circulated) by the Chief Executive enabling Members of the Sub-Committee to consider attendance at the above Conference.

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

CIVIC CEREMONIAL BUDGETARY UPDATE

3. There was submitted the Civic Ceremonial budgetary update which advised that the allocation remaining as at 31 October 1999 was £3,237.

APPLICATION FOR CIVIC HOSPITALITY

4.1 FENWICK PRIMARY SCHOOL

There was submitted an application dated 1 November 1999 (circulated) by the Director of Education seeking funding in support of the School's 125th Anniversary to enable a trophy to be presented to the pupil who makes significant contribution to the school and community.

It was agreed to award £100 to assist with the purchase of the trophy.

TRAINING FOR ELECTED MEMBERS

5. There was submitted a report dated 10 November 1999 (circulated) by the Director of Corporate Services providing the Sub-Committee with an overview of the Chief Officers proposals for the next phase of training for Members on the Council's Corporate Policies and Procedures.

It was agreed to:-

- (i) endorse the list of topics set out in Paragraph 3.1 as appropriate and relevant for a series of Member briefings on the Corporate Policies and Procedures of the Council;
- (ii) determine the appropriate approach to the delivery of such briefings to Members:-
 - (a) for no more than one hour at the end of meetings of the Council;
 - (b) for no more than one hour at the end of meetings of the relevant Committees; or
 - (c) in some other way;
- (iii) delegate to Chief Officers, in consultation with the Chairman, the priorities for the briefings;

- (iii) a consultation exercise being carried out through each of the Political Groups to determine Members' views on the structure of and approach to Member training, in the longer term, and any current priority training needs for Members; and
- (iv) note that Members are reminded that the in-house, in-service training programme is open to them.

IT FACILITIES FOR ELECTED MEMBERS

6. There was submitted a report dated 10 November 1999 (circulated) by the Director of Corporate Services to present for consideration proposals to identify increased access to IT facilities for Elected Members.

It was agreed to approve in principle the proposals in relation to collating the base information of Members' requirements for increased IT facilities, and thereafter note that a report detailing costed proposals for the provision of the aforementioned IT facilities will be submitted to a future meeting of the Committee.

GOVERNMENT PROPOSAL FOR A HOLOCAUST REMEMBRANCE DAY - PROPOSED DATE 27 JANUARY 2001

7. There was submitted a report dated 15 November 1999 (circulated) by the Director of Corporate Services enabling the Sub-Committee to participate in the consultation regarding the Government's proposal for a Holocaust Remembrance Day and to compile a response by 30 November 1999.

It was agreed in principle to the proposal to acknowledge the occasion which should not be in the form of a service of Remembrance but that the day be a focus for appropriate activities and to seek the comments of the Director of Education and Community Services.

The meeting terminated at 1119 hours.