

EAST AYRSHIRE COUNCIL

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

**Minutes of meeting held on Thursday 16 November 1995 at 1215 hrs in the
Meeting Room, London Road Centre, Kilmarnock**

PRESENT: Councillors T Farrell (Chair), W Doyle, A McIntyre and D Sneller.

ATTENDING: D Montgomery, Chief Executive; F Lees, Depute Chief Executive; I McLachlan, Director of Personnel Services; W Stafford, Director of Community Services and A M Carr, Chief Executive's Department.

1. TERMS OF REFERENCE

There was submitted a report by the Chief Executive (issued) outlining the proposed terms of reference and quorum for the Members' Services Sub-Committee.

On the understanding that the Sub-Committee had full delegated powers to determine member attendance at conferences, it was agreed to approve the terms of reference as undernoted and that the quorum be set at three members:-

- to oversee the provision of members' services and support arrangements; and
- to co-ordinate, consider and decide upon proposals for member attendance at conferences, submitted by Directors in consultation with their Chair.

2. CONFERENCES

2.1 COSLA SEMINAR ON DISABILITY DISCRIMINATION - EDINBURGH, 19 NOVEMBER 1995

There was submitted a report (issued) by the Director of Personnel Services requesting the Sub-Committee to consider representation at the above Seminar.

The Director of Personnel Services advised that the Seminar had been over-subscribed and that a further date was being arranged for early in the New Year.

Having heard the Director of Personnel Services it was agreed:

- (i) to authorise attendance at the above Seminar by two members from the administration and one member from the minority group, whose names should be notified to the Chief Executive as soon as possible; and
- (ii) that the Director of Personnel Services advise members as soon as possible of the additional date for the COSLA Seminar on Disability Discrimination.

2.2 (i) ASSOCIATION OF DIRECT LABOUR ORGANISATIONS (ADLO) CATERING SEMINAR - 29 AND 30 NOVEMBER 1995 - LONDON AND (ii) TUPE IN COMPETITIVE TENDERING AND MARKET TESTING - 4 DECEMBER 1995 - LONDON

There was submitted a report (issued) by the Director of Commercial Operations requesting the Sub-Committee to consider whether it wished to be represented at the above Conferences.

It was agreed:

- (i) to authorise attendance at the above Conference by one member from the Administration, whose name should be notified to the Chief Executive as soon as possible; and
- (ii) that a report by the appropriate Director on each Conference be submitted where attendance was authorised by the Members' Services Sub-Committee.

3. INSTITUTE OF WASTE MANAGEMENT (SCOTTISH CENTRE) - SPRING MEETING 1996

There was submitted a report (issued) by the Director of Community Services inviting the Sub-Committee to consider hosting the 1996 Spring Meeting of the Institute of Waste Management (Scottish Centre).

Having heard the Director of Community Services it was agreed:

- (i) to note the contents of the report;
- (ii) to congratulate the Head of Protective Services on his nomination as the Chairman of the Scottish Centre of the Institute of Waste Management from April 1996'
- (iii) to host the Spring Meeting of the Institute Scottish Centre in April 1996 with a detailed estimate of the total cost being provided to the Convener's office by the Director of Community Services in due course; and
- (iv) that all reports regarding requests for member attendance at Conferences be submitted to the Chief Executive 14 days prior to the meeting of the Members' Services Sub-Committee.