

APPENDIX VII

EAST AYRSHIRE COUNCIL

**DECENTRALISATION SUB-COMMITTEE OF THE POLICY AND RESOURCES
COMMITTEE**

**MINUTES OF MEETING HELD ON TUESDAY 20 JANUARY 1998 AT 1000
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors David Fulton, Wilma Doyle, Ronald Brailsford, Kim Nicoll, Jim Kelly and Tommy Farrell.

ATTENDING: Fiona Lees, Depute Chief Executive; Barbara Haughan, Director of Support Services; Bill Walkinshaw, Principal Administrative Officer; and Anne Fairbairn, Administrative Officer.

APOLOGIES: Councillors Drew McIntyre, Jane Darnbrough, Kathleen Hall, David Sneller and Eric Jackson.

CHAIR: Councillor David Fulton, Chair.

CHAIR'S REMARKS

1. The Chair reminded the Sub-Committee that the Council had agreed that this Sub-Committee meet on an ad-hoc basis, as it was considered that the Sub-Committee no longer required to meet on a regular six weekly cycle but instead should meet as required to allow it to have the flexibility to carry out the monitoring and review of the existing scheme of Decentralisation and to develop initiatives for its improvement.

The Chair stated that the responsibilities of the Sub-Committee were to develop, monitor and review the Decentralisation service provision and political processes within the Council. With this in mind and anticipating that the Decentralisation Scheme Community First document would be subject to review in the Spring of 1999, he proposed to attend, along with two Members of the Sub-Committee a meeting of each Local Committee throughout the next meetings calendar commencing from 1 April 1998 to listen to any comments made with regard to developing the Council's Decentralisation Scheme.

The Chair then asked the Director of Support Services to prepare a schedule of proposed visits to Local Committee meetings for consideration at the next meeting of the Sub-Committee on 3 March 1998 and that the Director make arrangements for Members of the Sub-Committee to visit all Local Offices in order that Members can view the services that had been introduced since the establishment of East Ayrshire Council.

GUIDE TO LOCAL COMMITTEES

2. There was submitted a report dated 6 January 1998 (circulated) by the Director of Support Services:-
 - (i) advising the Sub-Committee of the results of the consultation exercise with Community Representatives in connection with the Guide;

- (ii) seeking approval of a number of proposals contained within the Guide; and
- (iii) submitting for approval the draft Guide to Local Committees.

Further supplementary information to the Directors report was submitted (circulated) providing details of general survey comments made by Community Representatives in relation to the Guide.

Reference was made to a number of specific proposals contained within the guide for consideration which included the layout of Local Committee Agendas/Minutes; publicity and distribution processes (including Local Committee information sheet) and the annual seminar for community representatives.

During discussion, a number of issues were noted which included seating arrangements for Officers attending Local Committee meetings, training arrangements for Community Representatives and the term of office for Community Representatives, which would be raised with relevant Officers and dealt with as appropriate.

It was agreed:-

- (i) to note the outcome of the consultation exercise;
- (ii) that elected members advise the Director of Support Services what towns and villages should be included within a proposed map in the guide displaying Local Committee boundaries;
- (iii) to recommend that subject to minor amendments, the guide with a corporate colours front cover be approved; and
- (iv) to recommend that the Guide to Local Committees takes effect from the beginning of the new meetings calendar from 1 April 1998 and that authority be remitted to the Director of Support Services to progress the proposals contained within the Guide including those detailed under Paragraph 4.1 therein.

The meeting terminated at 1047 hours.