

APPENDIX 2**EAST AYRSHIRE COUNCIL****MEMBERS SERVICES SUB-COMMITTEE OF THE POLICY AND RESOURCES
COMMITTEE****MINUTES OF MEETING HELD ON WEDNESDAY 1 MAY 1996 AT 1100 HOURS IN
THE MEETING ROOM, COUNCIL HEADQUARTERS, KILMARNOCK**

PRESENT: Councillor Tommy Farrell (Chair), Drew McIntyre, Wilma Doyle, Kathleen Hall and David Sneller.

ATTENDING: David Montgomery, Chief Executive, Fiona Lees, Depute Chief Executive, Barbara Haughan, Director of Support Services, Julie Armstrong, Senior Administrative Officer and Anne Fairbairn, Senior Administrative Assistant.

CONFERENCES/SEMINAR/TRAINING COURSES**1.1 COMMUNICATING THROUGH THE INFORMATION SUPERHIGHWAY
CONFERENCE, STIRLING, 3 MAY 1996**

There was submitted a report dated 25 April 1996 (circulated) by the Director of Support Services advising of correspondence which had been received from the Scottish Local Government Information Unit concerning a conference entitled "Communicating Through the Information Superhighway" which was being held in conjunction with the John Wheatly Centre.

It was agreed to authorise attendance at the above conference by one Member whose name should be notified to the Chief Executive as soon as possible and one officer.

**1.2 WEEKEND TRAINING COURSE - PLANNING FOR COUNCILLORS, EDINBURGH,
11-12 MAY 1996**

There was submitted a report dated 23 April 1996 (circulated) by the Director of Development Services advising of a conference considered as relevant to the responsibilities of the Development Services and Local Committees.

It was agreed to authorise attendance at the above conference by two Members from the Administration and one from the Opposition whose names should be notified to the Chief Executive as soon as possible.

1.3 PARTNERS IN QUALITY CONFERENCE, EDINBURGH, 23 MAY 1996

There was submitted a report dated 17 April 1996 (circulated) by the Director of Social Work advising of a forthcoming conference on practical quality assurance in Scottish Mental Health Services and requesting the Sub-Committee to make recommendations as to the attendance by East Ayrshire Council representatives.

It was agreed to authorise attendance at the above conference by two Members from the Administration whose names should be notified to the Chief Executive as soon as possible and one officer.

1.4 CHARTERED INSTITUTE OF HOUSING CONFERENCE, HARROGATE, 10-14 JUNE 1996

There was submitted a report dated 27 March 1996 (circulated) by the Director of Housing requesting the Sub-Committee to make recommendations as to the attendance by East Ayrshire Council representatives.

It was agreed to authorise the attendance of one Member from the Administration whose name should be notified to the Chief Executive as soon as possible and one officer.

1.5 SCOTTISH EARLY YEARS FORUM - SECOND NATIONAL CONFERENCE, STIRLING, 12 JUNE 1996

There was submitted a report dated 16 April 1996 (circulated) by the Director of Education requesting that the conference was supported through the attendance of one Elected Member.

It was agreed to authorise attendance at the above conference by two Members from the Administration and one from the Opposition whose names should be notified to the Chief Executive as soon as possible and one Officer.

1.6 NATIONAL HOUSING AND TOWN PLANNING CONFERENCE, BRIGHTON, 21-24 OCTOBER 1996

There was submitted a joint report dated 23 April 1996 (circulated) by the Directors of Development Services and Housing requesting the Sub-Committee to make recommendations as to the attendance by East Ayrshire Council representatives.

It was agreed to authorise attendance by two Members from the Administration whose names should be notified to the Chief Executive as soon as possible and one officer.

1.7 NEGOTIATING STANDARDS AT WORK, COMMONWEALTH INSTITUTE, KENSINGTON, LONDON, 21 MAY 1996

There was submitted a report dated 26 April 1996 (circulated) by the Director of Personnel Services requesting the Sub-Committee to make recommendations as to the attendance by East Ayrshire Council representatives.

It was agreed to authorise attendance by one Member from the Administration whose name should be notified to the Chief Executive as soon as possible and one officer.

ADDITIONAL ITEM

1.8 The Chair agreed that the undernoted item could be considered as an early decision was required.

1.9 SCOTTISH SCHOOL BOARD ASSOCIATION, EDINBURGH, 25 MAY 1996

Reference was made to a report dated 23 April 1996 by the Director of Education which provided details of a Scottish School Board Association Conference to be held at Moray House College, Edinburgh, and requested the Sub-Committee to make recommendations as to the attendance by East Ayrshire Council representatives.

It was agreed to authorise attendance by two Members from the Administration and one from the Opposition whose names should be notified to the Chief Executive as soon as possible and one officer.

INFORMATION TECHNOLOGY/TELEPHONY COMMUNICATIONS FACILITIES FOR MEMBERS (Page 784, Paragraph 1)

- 2 There was submitted a report dated 25 April 1996 (circulated) by the Director of Support Services reporting progress on the identification of costs associated with the provision of Information Technology (IT) and telephony facilities for use by Members and making proposals for the provision of such facilities and seeking the Committee's approval to proceed with the procurement and implementation of the necessary equipment.

It was agreed:

- (i) that the Depute Leader be added to the list of Members to receive mobile phone and fax;
- (ii) to approve the proposals and the associated expenditure commitment as detailed in the report in respect of the provision of telephone communication facilities for Members;
- (iii) to note that the financial implications would result in a revised total capital cost of £7,390 and associated recurring revenue cost of £5,184 (including an estimate of £500 per annum for telephone calls) which costs could be met from the existing 1996/97 Capital and Leisure Budgets; and
- (iv) that I.T. provision for Members, based upon indicative costs contained within the report be the subject of further consideration.

The meeting terminated at 1110 hours.