

County Buildings
Wellington Square
AYR KA7 1DR
Tel No: 01292 616134

17th February 2016

To: Councillors McGinley (Chair), Clark, Convery, Douglas, Hunter, Moonie and Wallace.

All other Elected Members for information only

Dear Councillor

PUBLIC PROCESSES PANEL

You are requested to attend a meeting of the above Panel to be held in the **Girvan Room, County Buildings, Wellington Square, Ayr on Wednesday, 24th February 2016 at 10.00 a.m.** for the purpose of considering the undernoted business.

*****Please note that, prior to the above meeting, there will be a Participatory Budgeting training session for the Members of this Panel at 9.30 a.m. – Girvan Committee Room.***

Yours sincerely

VALERIE ANDREWS
Executive Director – Resources, Governance and Organisation

B U S I N E S S

1. Declarations of Interest.
2. Call-ins from Leadership Panel.
3. Minutes of previous meeting of 9th December 2015 ([copy herewith](#)).
4. Action Log and Work Programme ([copy herewith](#)).
5. Records Management Plan - Submit report by Head of Legal and Democratic Services ([copy herewith](#)).
6. A Strategic Approach to Community Engagement: Update Report – Submit report by Head of Communities ([copy herewith](#)).

For more information on any of the items on this agenda, please telephone Lauren Sands,
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www.south-ayrshire.gov.uk