

Chief Executive's Department

Depute Chief Executive/Executive Director of Corporate Support: Elizabeth Morton

Direct Dial: (01563) 576001 Fax: (01563) 576200

Email: elizabeth.morton@east-ayrshire.gov.uk

Council Headquarters, London Road, Kilmarnock KA3 7BU

Legal Post LP18 Fax: (01563) 576245

If telephoning or calling please ask for:-

Lynn Young: Direct Dial Number: (01563) 576283

E-mail: lynn.young@east-ayrshire.gov.uk

To: Councillors Tom Cook (Chair), Willie Coffey (Vice-Chair), Helen Coffey, Maureen McKay, John Campbell, John Knapp, Alan Brown, Stuart Finlayson, Barney Menzies, Eric Ross and Drew Filson.

22 August 2008

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 29 AUGUST 2008

You are requested to attend the next meeting of the **Governance and Scrutiny Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** on **FRIDAY 29 AUGUST 2008** commencing at **1000 HOURS**, in order to consider the undernoted business.

Yours sincerely



Elizabeth Morton

Depute Chief Executive/Executive Director of Corporate Support

LY/SR

B U S I N E S S

INTIMATE APOLOGIES

1. **PREVIOUS MINUTES (pages 1-4)** - Submit, for approval as a correct record, Minutes of Meeting held on 27 June 2008 ([copy enclosed](#)).

SCRUTINY

2. **AWARDING OF CONTRACTS (pages 5-14)** - Submit report dated 7 August 2008 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide, for information, details of tenders which have been accepted.

3. **EMPLOYEE STATISTICS - APRIL TO JUNE 2008 (QUARTER 2) (pages 15-29)** - Submit report dated 14 August 2008 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide employee statistics relating to the period April to June 2008 (quarter 2).
4. **EAST AYRSHIRE COMMUNITY PLANNING PROCESS - 2007/2008 ANNUAL PERFORMANCE REPORT (pages 30-60)** - Submit report dated 12 August 2008 ([copy enclosed](#)) by the Chief Executive to present the 2007/2008 Annual Performance Report for Community Planning in East Ayrshire.

RISK

5. **RISK MANAGEMENT STRATEGY 2008 (pages 61-83)** - Submit report dated 13 August 2008 ([copy enclosed](#)) by the Executive Head of Finance and Asset Management to present for consideration and approval an updated Risk Management Strategy.

Members are reminded that an informal meeting of the Governance and Scrutiny Committee Members will take place immediately following the Committee meeting, for the purpose of considering a Briefing Paper relative to the review topic - "To Ascertain the Availability of Affordable Housing Throughout the Settlements of East Ayrshire".