

Chief Executive's Department

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

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

12 December 2008

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 19 DECEMBER 2008

You are requested to attend the next meeting for the **Governance and Scrutiny Committee** to be held on **FRIDAY 19 DECEMBER 2008** commencing at **1000 HOURS** in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely



Elizabeth Morton

Depute Chief Executive/Executive Director of Corporate Support

SN/SR

B U S I N E S S

INTIMATE APOLOGIES

1. **PREVIOUS MINUTES (pages 1-4)** - Submit, for approval as a correct record, the Minutes of the meeting held on 21 November 2008 ([copy enclosed](#)).

AUDIT

2. **PROGRESS REPORT - INTERNAL AUDIT PLAN 2008/2009 (pages 5-18)** - Submit report dated 8 December 2008 ([copy enclosed](#)) by the Chief Auditor to submit a mid-year progress report on performance against the Audit Plan for financial year 2008/2009.

SCRUTINY

- 3. AWARDING OF CONTRACTS (pages 19-24)** - Submit report dated 3 December 2008 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide, for information, details of tenders which have been accepted over the recent period.