

## Chief Executive's Department

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To: Councillors Tom Cook (Chair), Willie Coffey (Vice-Chair), John McGhee, Helen Coffey, John Campbell, Alan Brown, Stuart Finlayson, Jimmy Kelly, Eric Ross, Elaine Dinwoodie and Drew Filson.

12 February 2010

Dear Councillor

### **GOVERNANCE AND SCRUTINY COMMITTEE - 19 FEBRUARY 2010**

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held on **FRIDAY 19 FEBRUARY 2010** commencing at **1000 HRS** in **THE ROBERT BURNS SUITE, BURNS MONUMENT CENTRE, KAY PARK, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely



Elizabeth Morton  
Depute Chief Executive/  
Executive Director of Corporate Support  
SN/FM

### **B U S I N E S S**

#### **INTIMATE APOLOGIES**

- 1. PREVIOUS MINUTES (pages 1-3)** - Submit, for approval as a correct record, the Minutes of the meeting held on 15 January 2010 ([copy enclosed](#)).
- 2. MATTERS ARISING UPDATE REPORT (pages 4-7)** - Submit report dated 5 February 2010 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide the Committee with a consolidated response to information requests made by Members at previous meetings.

## SCRUTINY

3. **AWARDING OF CONTRACTS - PERIOD FROM 5 DECEMBER 2009 TO 5 FEBRUARY 2010 (pages 8-19)** - Submit report dated 2 February 2010 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide, for information, details of tenders which have been accepted on behalf of the Council for the period from 5 December 2009 to 5 February 2010.
4. **EMPLOYEE STATISTICAL INFORMATION (pages 20-44)** - Submit report dated 3 February 2010 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide a range of employee statistics including staffing watch and absence for the Council for the period 1 October to 31 December 2009.
5. **FINANCE AND STRATEGY REPORT TO PERIOD 9 (13 DECEMBER 2009)** - Submit report dated 1 February 2010 by the Executive Head of Finance and Asset Management advising of the projected financial position for the year based on expenditure to 13 December 2009 (Period 9) and information provided by Executive Directors ([copy enclosed](#)).