

Department of Finance and Corporate Support

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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.

4 February 2011

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 11 FEBRUARY 2011

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held on **FRIDAY 11 FEBRUARY 2011** commencing at **1000 HRS** in the **COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely



Alex McPhee
Executive Director of Finance and Corporate Support
SN/FM

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 14 January 2011 ([copy enclosed](#)).
2. **MATTERS ARISING UPDATE REPORT (pages 5-6)** - Submit report dated 27 January 2011 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to provide the Committee with a consolidated response to information requests made by Members at the last meeting.

GOVERNANCE

3. **INTEGRATED RESOURCE FRAMEWORK - FINANCIAL PROTOCOLS AND MECHANISMS (pages 7-34)** - Submit report dated 7 January 2011 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to advise of work that has been undertaken to develop financial protocols and mechanisms that will support the progression of current and future projects undertaken within the Integrated Resource Framework (IRF) arrangements.

COUNCIL HEADQUARTERS
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KILMARNOCK KA3 7BU
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Legal Post LP18
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SCRUTINY

4. **QUARTERLY EMPLOYEE STATISTICS: OCTOBER - DECEMBER 2010** - Submit report dated 27 January 2011 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to provide a range of employee statistics including Staffing Watch and Absence for the period 1 October to 31 December 2010. (The report is enclosed separately with this Agenda).
5. **GOVERNANCE AND SCRUTINY WORKSHOP 2011** - Submit note of meeting of the Governance and Scrutiny Workshop 2011, held on Thursday 27 January 2011 ([copy enclosed](#)).
6. **FINANCE AND SERVICE STRATEGY REPORT BASED ON PERIOD 9 (12 DECEMBER 2010) (pages 35-38)** - Submit report dated 26 January 2011 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to advise of the projected financial position for the year based on expenditure to 12 December 2010 (Period 9), and information provided by Executive Directors. (Members are asked to refer to the Finance and Service Strategy Report for this period which was issued with the papers for the Cabinet meeting held on 26 January 2011).