

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.

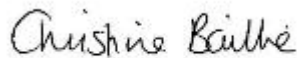
7 January 2011

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 14 JANUARY 2011

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held on **FRIDAY 14 JANUARY 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 17 December 2010 ([copy enclosed](#)).
- 2. MATTERS ARISING UPDATE REPORT** - Submit report ([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.

COUNCIL HEADQUARTERS
L O N D O N R O A D
KILMARNOCK KA3 7BU
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GOVERNANCE

- 3. COUNCILLORS AND OFFICERS: ROLES AND WORKING RELATIONSHIPS: ARE YOU GETTING IT RIGHT? (pages 5-13)** - Submit report dated 28 September 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to advise of the publication of the Audit Scotland report "Roles and Working Relationships: Are You Getting It Right?", and to outline the Council's position in response to the recommendations arising from the report.

SCRUTINY

- 4. COMMUNITY PLANNING PARTNERSHIP SINGLE OUTCOME AGREEMENT: IMPROVEMENT PLAN (pages 14-41)** - Submit report dated 16 December 2010 ([copy enclosed](#)) by the Chief Executive to present for consideration the Single Outcome Agreement Improvement Action Plan which has been developed to address areas identified for improvement in the Single Outcome Agreement (SOA) Annual Performance Report.
- 5. AWARDING OF CONTRACTS - PERIOD FROM 6 NOVEMBER TO 20 DECEMBER 2010 (pages 42-54)** - Submit report dated 5 January 2011 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to provide, for information, details of tenders which have been accepted on behalf of the Council for the period from 6 November to 20 December 2010.