

Chief Executive's Department

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

12 June 2009

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 19 JUNE 2009

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, on **FRIDAY 19 JUNE 2009** commencing at **1000 HRS**, in order to discuss the undernoted business.

(Members are reminded that commencing at 1100 hrs or immediately following the Committee meeting, whichever is later, an awareness raising presentation will be given by the Alan Paterson, Project Delivery Manager, Asset Improvement Services on the review topic "To Explore the Background Reasons for the Number of Complaints on Contract Upgrades to the Council's Housing Stock within the Capital Programme).

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 29 May 2009 ([copy enclosed](#)).
- 2. MATTERS ARISING UPDATE REPORT (pages 4-10)** - Submit report dated 8 June 2009 ([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.

AUDIT

- 3. INTERNAL AUDIT ANNUAL REPORT 2008/2009 (pages 11-29)** - Submit report dated 29 May 2009 ([copy enclosed](#)) by the Chief Auditor to advise of matters of significance which have arisen out of the 2008/2009 audit process, and to offer an opinion on the adequacy and effectiveness of the Council's systems of internal control.

CORPORATE GOVERNANCE

- 4. LOCAL CODE OF CORPORATE GOVERNANCE (pages 30-98)** - Submit report dated 1 June 2009 ([copy enclosed](#)) by the Chief Executive (a) to update on progress in implementing the Council's Corporate Governance Action Plan for 2008/2009; (b) to seek approval for the new Local Code of Corporate Governance for 2009/2010; and (c) to seek agreement to a new Action Plan for 2009/2010.

SCRUTINY

- 5. EMPLOYEE STATISTICS 2008/2009 (pages 99-115)** - Submit report dated 29 May 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide key employee statistics for the financial year 2008/2009.
- 6. OUTWITH PLACEMENTS (pages 116-121)** - Submit report dated 19 May 2009 ([copy enclosed](#)) by the Executive Director of Educational and Social Services to provide a summary of the Council's use of outwith placements up to the end of April 2009.
- 7. EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Committee pass the following Resolution:- "That under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the Press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Schedule 7A of the Act".
- 8. INVESTIGATION INTO BUILDING AND WORKS FRAUD ALLEGATIONS AND RELATED MATTERS (pages 122-155)** - Submit report dated 10 June 2009 ([copy enclosed](#)) by the Head of Legal, Procurement and Regulatory Services to provide an executive summary of the key issues and results of the Investigation into a series of fraud allegations and related matters made against Building and Works employees. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**