

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.


13 May 2011

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 20 MAY 2011

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held on **FRIDAY 20 MAY 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/SR

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 28 April 2011 ([copy enclosed](#)).

AUDIT

2. **INTERNAL AUDIT ANNUAL REPORT 2010/11 (pages 4-16)** - Submit report dated May 2011 ([copy enclosed](#)) by the Chief Auditor on the outcome of the audit by Internal Audit of the Council's internal control systems for the year ended 31 March 2011.

COUNCIL HEADQUARTERS
L O N D O N R O A D
KILMARNOCK KA3 7BU
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F A X: 0 1 5 6 3 5 7 6 5 0 0
Legal Post LP18
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SCRUTINY

3. **QUARTERLY EMPLOYEE STATISTICS: JANUARY - MARCH 2011** - Submit report dated 9 May 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 January - 31 March 2011. (This report is enclosed separately with this Agenda)

4. **CORPORATE PROCUREMENT STRATEGY 2011/13 (pages 17-87)** - Submit report dated 6 May 2011 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to provide the Committee with detailed information pertaining to the Council's Corporate Procurement Strategy, the implementation of which was approved by Cabinet on 20 April 2011. (Appendix 3 of the report is enclosed separately with this Agenda).