

Chief Executive's Department

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To: Councillors Tom Cook (Chair), Willie Coffey (Vice-Chair), Helen Coffey, Maureen McKay, John Campbell, Alan Brown, Stuart Finlayson, Barney Menzies, Eric Ross and Drew Filson.

14 November 2008

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 21 NOVEMBER 2008

You are requested to attend the next meeting of the **Governance and Scrutiny Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** on **FRIDAY 21 NOVEMBER 2008** commencing at **1000 HRS**, in order to consider 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 meeting held on 24 October 2008 ([copy enclosed](#)).

AUDIT

2. **REPORT TO MEMBERS AND THE CONTROLLER OF AUDIT ON THE 2007/2008 AUDIT** - Submit report ([copy enclosed](#)) by Audit Scotland to set out their main findings, summarising key outcomes from the 2007/2008 audit and the outlook for the period ahead.

SCRUTINY

3. **FINAL MEASUREMENTS ON WORKS CONTRACTS FOR THE PERIOD 1 APRIL TO 31 OCTOBER 2008 (pages 4-6)** - Submit report dated 6 November 2008 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide, for information, details of final measurements for works contracts.
4. **CONCLUDED PROPERTY TRANSACTIONS (pages 7-12)** - Submit joint report dated 12 November 2008 ([copy enclosed](#)) by the Executive Head of Finance and Asset Management and the Solicitor to the Council to provide, for information, details of disposals and acquisitions by the Council of land and buildings, which have been concluded during the six month period from 1 April to 31 October 2008, with the exception of Council houses sold in terms of the Right to Buy Legislation contained within the Housing (Scotland) Act 1987, as amended.
5. **EMPLOYEE STATISTICAL INFORMATION - JULY TO SEPTEMBER 2008 (pages 13-37)** - Submit report dated 6 November 2008 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide employee statistics including Staffing Watch and Absence for the period 1 July to 30 September 2008.
6. **OUTWITH PLACEMENTS (pages 38-43)** - Submit report dated 13 November 2008 ([copy enclosed](#)) by the Executive Director of Educational and Social Services to provide a summary of the Department of Educational and Social Services' use of Outwith Authority Placements up to 31 October 2008.
7. **COMMUNITY CARE OUTCOMES SUBMISSION 2008 (pages 44-48)** - Submit report dated 7 November 2008 ([copy enclosed](#)) by the Executive Director of Educational and Social Services to advise on the Community Care Outcomes Submission 2008 and the subsequent feedback provided by the Scottish Government.
8. **FINANCE AND SERVICE STRATEGY REPORT TO PERIOD 6 (21 SEPTEMBER 2008)** - Submit report dated 7 November 2008 ([copy enclosed](#)) by the Executive Head of Finance and Asset Management to advise of the projected financial position for the year based on expenditure to 21 September 2008 (Period 6) and information provided by Executive Directors.