

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.


12 November 2010

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 19 NOVEMBER 2010

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held on **FRIDAY 19 NOVEMBER 2010** 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

BUSINESS

INTIMATE APOLOGIES

- 1. PREVIOUS MINUTES (pages 1-5)** - Submit, for approval as a correct record, the Minutes of the meeting held on 22 October 2010 ([copy enclosed](#)).
- 2. MATTERS ARISING UPDATE REPORT (pages 6-10)** - Submit report dated 1 November 2010 ([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
T E L: 0 1 5 6 3 5 7 6 0 0 0
F A X: 0 1 5 6 3 5 7 6 5 0 0
Legal Post LP18
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AUDIT

3. **EAST AYRSHIRE COUNCIL: REPORT TO MEMBERS AND THE CONTROLLER OF AUDIT ON THE 2009/10 AUDIT** - Submit report dated October 2010 ([copy enclosed](#)) by Audit Scotland to provide a summary of findings arising from the 2009/10 Audit of the Council and other relevant work carried out by Audit Scotland.
4. **PROGRESS REPORT - INTERNAL AUDIT PLAN 2010/11 (pages 11-18)** - Submit report dated November 2010 ([copy enclosed](#)) by the Chief Auditor to provide a mid-year progress report on performance against the Audit Plan for the financial year 2010/11.

PERFORMANCE

5. **STATISTICS RELEASE: ADULTS WITH LEARNING DISABILITIES: IMPLEMENTATION OF "THE SAME AS YOU?" 2009 (pages 19-23)** - Submit report dated 4 November 2010 ([copy enclosed](#)) by the Executive Director of Educational and Social Services to provide an update with respect to East Ayrshire Council's performance in terms of services to adults with learning disabilities and to seek approval for future reports to be presented on this area of provision.

SCRUTINY

6. **FINAL MEASUREMENTS ON WORKS CONTRACTS FOR THE PERIOD 1 APRIL TO 31 OCTOBER 2010 (pages 24-29)** - Submit report dated 3 November 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to provide, for information, details of final measurements for works contracts which have been accepted on behalf of the Council for the period from 1 April to 31 October 2010.
7. **AWARDING OF CONTRACTS - PERIOD FROM 11 SEPTEMBER TO 5 NOVEMBER 2010 (pages 30-40)** - Submit report dated 2 November 2010 ([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 11 September to 5 November 2010.
8. **QUARTERLY EMPLOYEE STATISTICS: JULY TO SEPTEMBER 2010** - Submit report dated 4 November 2010 ([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 July to 30 September 2010.
9. **FRAUD RISK - ALTERATION OF BANK ACCOUNT DETAILS (pages 41-44)** - Submit report dated 2 November 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support to advise of action taken to reduce the potential exposure to financial loss from fraudulent attempts to alter credit standing data, such as supplier bank account details.