

Chief Executive's Department

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

20 September 2007

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 28 SEPTEMBER 2007

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 28 SEPTEMBER 2007** at **1000 HRS** to consider the undernoted business.

Yours sincerely



Elizabeth Morton
Depute Chief Executive/
Executive Director of Corporate Support
JMcG/FM

BUSINESS

INTIMATE APOLOGIES.

1. **PREVIOUS MINUTES (pages 1-3)** - Submit, for approval as a correct record, Minutes of Meeting held on 24 August 2007.



2. **DRAFT GUIDANCE DOCUMENT ON GOVERNANCE AND SCRUTINY WITHIN EAST AYRSHIRE COUNCIL (Item 2, Page , 07/11)** - Submit draft guidance for consideration and approval (attached).



3. **FINANCE CAPITAL REPORT FOR PERIOD 4** - Submit report dated 14 September 2007 (attached) by the Executive Head of Finance and Asset Management advising Members of the projected financial position for General Services and Housing Investment Capital Programmes based on information provided by Executive Directors. **A short presentation on this item will be given by the Executive Head of Finance and Asset Management.**



4. **BEST VALUE AND COMMUNITY PLANNING IMPROVEMENT AGENDA (pages 4-28)** - Submit report dated 6 September 2007 (copy enclosed) by the Chief Executive to advise Committee of the progress which has been made against each of the detailed improvement Action Plans which underpin the Council's Improvement Agenda resulting from the Best Value and Community Planning Audit.



5. **COMMUNICATION OF AUDIT MATTERS TO THOSE CHARGED WITH GOVERNANCE (ISA260)** - Submit report (copy to follow) by the Executive Head of Finance and Asset Management to draw to Members' attention any matters arising from the audit of Financial Statements 2006/07.

