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To: Councillors Knapp (Chair) and Crawford (Vice-Chair)

12 October 2006

Dear Councillor

**CHAIR'S SUB-COMMITTEE OF THE CORPORATE GOVERNANCE COMMITTEE -
16 OCTOBER 2006**

You are requested to attend a meeting of the **Chair's Sub-Committee of the Corporate Governance Committee** to be held in the **MEETING ROOM , COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** on **MONDAY 16 OCTOBER 2006** commencing at **0830 HRS** in order to discuss the undernoted business.

Yours sincerely



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

BUSINESS

INTIMATE APOLOGIES.

- 1. EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Sub-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".

2. **REQUESTS FOR VOLUNTARY SEVERANCE (pages 1-5)** - Submit report dated 11 October 2006 (copy enclosed) by the Chief Executive (i) seeking approval of requests for early retirement received from an employee within Personnel Services and one employee within Members' Services of the Department of Corporate Support; one employee within the Department of Development and Property Services; and an employee within Onsite Services of the Department of Educational and Social Services; and (ii) reporting on the number of employee ill-health retirements during the period 1 April 2006 to 31 March 2006. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**