

Gillian Hamilton: Direct Dial: (01563) 576093

To: Councillors Knapp (Chair) and Crawford.

21 July 2003

Dear Councillor

**CHAIR'S SUB-COMMITTEE OF THE CORPORATE GOVERNANCE COMMITTEE**

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 **THURSDAY 24 JULY 2003** commencing at **1600 HRS**, in order to discuss the undernoted business.

Yours sincerely



Fiona Lees  
Depute Chief Executive/  
Director of Corporate Resources  
JA/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. PROPOSED REVISION TO INTERNAL AUDIT ESTABLISHMENT (Pages 1-3)** - Submit report dated 21 July 2003 (copy enclosed) by the Chief Executive to propose a revision to the staffing establishment of the Internal Audit Section within the Chief Executive's staffing. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**