

Julie Armstrong, Direct Dial (01563) 576147

To: Councillors McIntyre and Jackson.

12 June 2002

Dear Councillor

CHAIR'S SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE

You are requested to attend the meeting of the **Chair's Sub-Committee of the Policy and Resources Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** on **FRIDAY 14 JUNE 2002** at **0930 hrs**, to consider the undernoted business.

Yours sincerely



Fiona Lees
Depute Chief Executive/
Director of Corporate Resources
JA/FM

B U S I N E S S

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 EARLY RETIREMENT -**

- 2.1 DEPARTMENT OF DEVELOPMENT SERVICES (pages 1-3)** - Submit report dated 11 June 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources to seek approval of a request for early retirement from an employee within the Economic Development Section of the Department of Development Services. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
- 2.2 DEPARTMENT OF CORPORATE RESOURCES (pages 4-6)** - Submit report dated 11 June 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources to seek approval of a request for early retirement from an employee within the Information Technology Section of the Department of Corporate Resources. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**