

Julie Armstrong, Direct Dial (01563) 576147

To: Councillors McIntyre (Chair) and Jackson.

1 March 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 **THURSDAY 7 MARCH 2002** at **1115 hrs** or immediately following the meeting of the Council whichever is the later, to consider the undernoted business.

Yours sincerely



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

**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. REQUEST FOR EARLY RETIREMENT (pages 1-2)** - Submit report dated 27 February 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources to seek approval of a request for early retirement

received from an employee within the Information Technology Section of the Corporate Resources Department. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**