

Bill Walkinshaw: Direct Dial Number: (01563) 576135

To: Councillors McIntyre (Chair) and Jackson.

21 October 2002

Dear Councillor

**CHAIR'S SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE -  
24 OCTOBER 2002**

You are requested to attend a meeting of the **Chair's Sub-Committee of the Policy and Resources Committee** to be held on **THURSDAY 24 OCTOBER 2002** at **0900 hrs** in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** 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. REQUEST FOR EARLY RETIREMENT (pages 1-3)** - Submit report dated 21 October 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources seeking the Sub-Committee's approval of a request for voluntary severance from an employee within the Personnel Section (Skills Training Unit) of the Department of Corporate Resources. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**