

Bill Walkinshaw: Direct Dial Number: (01563) 576135

To: Councillors McIntyre (Chair) and Jackson.

19 September 2002

Dear Councillor

**CHAIR'S SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE -
27 SEPTEMBER 2002**

You are requested to attend a meeting of the **Chair's Sub-Committee of the Policy and Resources Committee** to be held on **FRIDAY 27 SEPTEMBER 2002** at **0930 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
BW/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 19 September 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources seeking the Sub-Committee's approval of a request for early retirement from an employee within the Personnel Section (Training and Development) of the Department of Corporate Resources. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

