

3 October 2008

Dear Councillor

CONSTITUTION WORKING GROUP

A meeting of the Constitution Working Group will be held on Monday, 13 October 2008 in the Chief Executive's Office at the Council Offices, London Road, Saffron Walden at **6.30 pm**.

Yours Faithfully

JOHN MITCHELL

Chief Executive

A G E N D A

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 19 March 2008 (attached).
- 3 Business Arising.
- 4 To consider the recommendation of the Housing Initiative Task Group on possible changes to the committee structure relating to the housing service - see attached reports.
- 5 Any other business the Chairman considers to be urgent.

To:- Councillors R H Chamberlain, C M Dean, E J Godwin, **A J Ketteridge**, J E Menell, D J Morson, H S Rolfe and S V Schneider.

Lead Officer: John Mitchell
Committee Officer: Peter Snow