

04 January 2017

Dear Councillor

**INTERNAL SERVICES SUB-COMMITTEE**

A meeting of the Internal Services Sub-Committee will be held at the Council Offices, London Road, Saffron Walden, on 7 February 2001 at 7.30pm.

Yours faithfully

ELIZABETH FORBES

Chief Executive

**A G E N D A  
PART I**

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 6 December 2000 (previously circulated).
- 3 Business arising.
- 4 Reports of representatives on outside bodies.
- 5 Minutes of the IT Working Party held on 1 February 2001 (to follow).
- 6 Business arising.

**Items for Decision**

- 7 Items referred from other Committees.
- 8 Young workers and work based trainees (to follow).
- 9 Staffing at Thaxted TIC.

Part II  
(para 1 of Part I of Schedule 12A of the Act)

- 10 Management Restructuring (previously circulated).
- 11 Fraud Investigation Team.
- 12 Any other items which the Chairman considers to be urgent.

Lead Officer: Carole Hughes  
Committee Officer: Maggie Cox

To:- Councillors **E C Abrahams**, Mrs C A Bayley, W F Bowker,  
Mrs C A Cant, R P Chambers, A Dean, D M Jones, R A Merrion,  
A R Row, R W L Stone and A R Thawley.

Enc:- Reports as listed on agenda.