

14 June 2004

Dear Councillor

**RISK MANAGEMENT STEERING GROUP**

A meeting of the Risk Management Steering Group will be held in the Staff Meeting Room at the Council Offices, London Road Saffron Walden, on Tuesday 22 June 2004 at 2.30 pm.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

**A G E N D A  
P A R T I**

- 1 Appointment of Chairman.
- 2 Apologies for absence and declarations of interest.
- 3 Minutes of the meeting held on 18 March 2004 (attached).
- 4 Business arising.
- 5 Membership of Steering Group.
- 6 Future Work Programme.
- 7 Frequency of Meetings.
- 8 Any other items which the Chairman considers to be urgent.

To: Councillors R J Copping and A J Ketteridge

Also to: R Chamberlain, S Fowler, N Harris, S McLagan, J Mercer, M Perry and  
M T Purkiss

Lead Officer: Michael Perry  
Mick Purkiss