

29 September 2004

Dear Councillor

**RISK MANAGEMENT STEERING GROUP**

A meeting of the Risk Management Steering Group will be held in the Civic Suite Meeting Room at the Council Offices, London Road, Saffron Walden, on Tuesday 5 October 2004 at 2.30 pm.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

**A G E N D A**

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 24 August 2004.
- 3 Business arising.
- 4 Resume on previous Risk Management work.
- 5 Audit Commission report on Risk Management.
- 6 Staff bulletin.
- 7 ZMMS report.
- 8 Date of next meeting.
- 9 Any other items, which the Chairman considers to be urgent.

To: Councillor A J Ketteridge

Also to: R Chamberlain, S Baker, N Harris, S Mclagan, S Martin, J Mitchell, I Orton and M Perry.

Lead Officer: Michael Perry  
Committee Officer: Victoria Borges