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12 December, 2006

To: The Chairman and Members of the  
**SCRUTINY COMMITTEE**  
(Councillors Pape, Crathorne, Cummings, Freeman,  
Hopgood, Howarth, Moderate, Robinson, Simmons, Simpson,  
Walton and Wolstenholme).

Dear Sir/Madam,

A Meeting of the **SCRUTINY COMMITTEE** will be held in the Town Hall, Durham, on **Monday, 18<sup>th</sup> December, 2006 at 5.30 p.m.**

### **BUSINESS**

1. Apologies for Absence.
2. Minutes of the Meeting held on 13<sup>th</sup> November, 2006
3. Chairman's Remarks
4. Portfolio Holder for Environment & Leisure and Technical & Support Manager (Environment & Leisure Services) will be in attendance
5. Portfolio Holder for Finance will be in attendance
6. Forward Plan
7. Decisions taken by Portfolio Holders since last meeting.
8. Cabinet Decisions 13<sup>th</sup> December, 2006
9. Verbal Update on Progress from Scrutiny Panels.
10. Scrutiny Panel Reports
  - a). Community Services Scrutiny Panel – Review of the Scrutiny of Council House Repairs.  
Review of the Scrutiny of Council Garages
  - b). Economic Scrutiny Panel – Review of Economic Analysis – Incentives for Small Business
  - c). Environment Scrutiny Panel – Review of Biodiversity;  
Review of Parking on Council Land
11. Suggested Topics for Scrutiny
12. Any Other Business

Yours faithfully,

**Chief Executive**