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REF: MT/

13 May 2008

To: The Chairman and Members of the  
**ENVIRONMENT SCRUTINY PANEL**  
(Councillors Simpson, Carr, Colledge, Crooks, Kelly, Martin, Mavin, Mitchell, Rae, Turnbull,  
Wilkinson and Wolstenholme)

Dear Sir/Madam

A Meeting of the **ENVIRONMENT SCRUTINY PANEL** will be held in the Mayor's Chamber, Town Hall, on Wednesday, 21 May 2008 at 5.30 p.m.

### **BUSINESS**

1. Apologies for Absence.
2. Minutes of Meeting held on 02 April 2008 (attached).
3. Scrutiny Topic –  
Carbon Emissions from the Council's Fleet of Vehicles  
Witness in attendance – John Green – Fleet Manager, City of Durham
4. Scrutiny Topic –  
Sustainable Procurement Policy  
Witnesses in attendance – Councillor Dennis Southwell – Portfolio Holder for Finance, City of Durham  
Liz Hall – Director of Strategic Services, City of Durham
5. Any Other Business.

Yours faithfully

**Executive Director**