



17 Claypath
Durham
DH1 1RH
DX 60239 Durham

Direct Line: 0191 301 8864
Fax: 0191 386 0625
Email: m.dufferwel@durhamcity.gov.uk
Website: www.durhamcity.gov.uk
Enquiries to: Mr M Dufferwel

Brian Spears F.C.I.H.
Chief Executive

Ref: MD/AW

02 October 2007

To: The Chairman and Members of the
POLICY SCRUTINY PANEL
(Councillors Wilkes, Cowper, Freeman,
Kellett, Lightley, Lodge, McDonnell,
Martin, Simmons, Thompson, Walker and Wolstenholme)

Dear Sir/Madam

A Meeting of the **POLICY SCRUTINY PANEL** will be held at **Coxhoe Leisure Centre, Coxhoe** on Tuesday, 9th October, 2007 at 5.30 p.m.

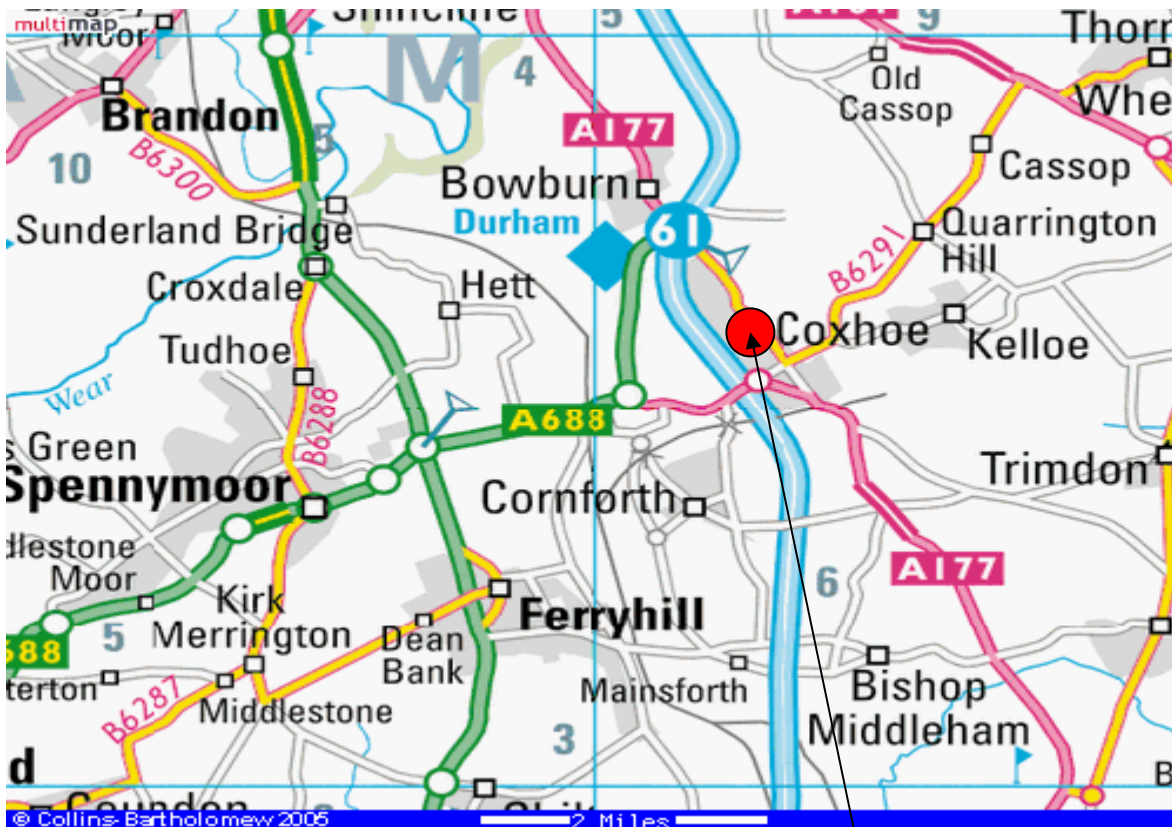
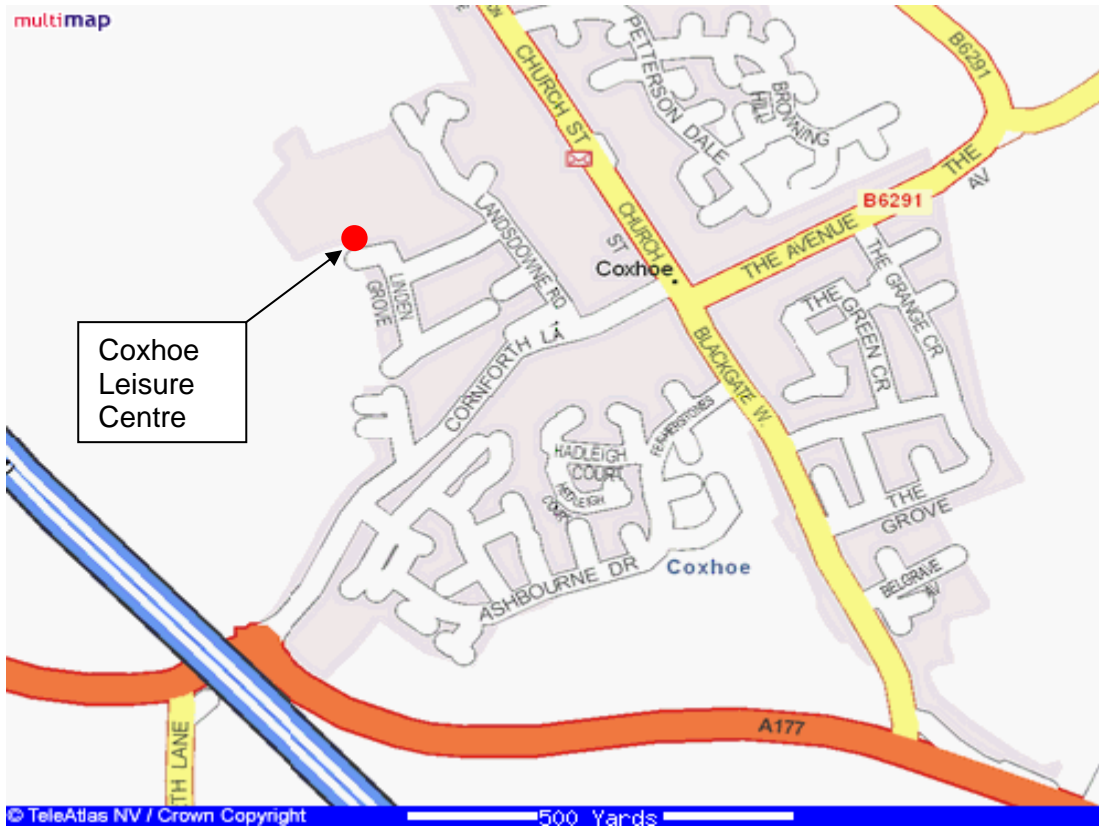
BUSINESS

1. Apologies for Absence
2. Bullet Points of the Meeting held 11th September, 2007 (attached)
3. Draft Report – Sickness Absence (attached)
4. Draft Report – Telephone Communications System (attached)
5. Any Other Business

Yours faithfully

CHIEF EXECUTIVE

Please note the location of the meeting, a map is set out below for your information.



Coxhoe