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Gary Ridley Acting Chief Executive

21st October 2008

Dear Councillor,

I hereby give you notice that a special meeting of the **OVERVIEW AND SCRUTINY COMMITTEE (INTERNAL)** will be held in the **4TH FLOOR COMMITTEE ROOM, CIVIC CENTRE, CROOK** on **WEDNESDAY 29 OCTOBER 2008 AT 5PM.**

AGENDA

1. Apologies for absence
2. Transitional Process Review – Interview with Cheryl Duggan, Organisational Improvement Manager.

Yours faithfully

Acting Chief Executive

Members of this Committee: Councillors Anderson, Bowser, Mrs Jopling, Mrs. Lee, Lethbridge, Mrs. Seabury, V. Shuttleworth and Des Wilson.

Chair: Councillor V. Shuttleworth

Deputy Chair: Councillor Des Wilson

TO: All other Members of the Council for information
Management Team