

Date: 20 May 2004
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To: Members of the Strategic Overview Committee
Other Members of the Council for Information
Chief Executive
Corporate Directors

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Dear Sir/Madam

Strategic Overview Committee
Tuesday, 1 June 2004 – 6.30pm

The above meeting will be held in the Council Chamber, Knowle, Sidmouth to consider the matters detailed on the agenda below.

Yours faithfully

MARK WILLIAMS

Chief Executive

AGENDA

Page/s

1. Election of Chairman
2. Election of Vice Chairman
3. To receive any apologies for absence.
4. To consider any items which in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances.

(Note: such circumstances need to be notified in the minutes; any Member wishing to raise a matter under this item is requested to notify the Chief Executive in advance of the meeting).

5. To agree any items to be dealt with after the public (including the press) have been excluded. There are no items that the officers recommend should be dealt with in this way.
6. Decisions made by the Executive Board called in by Members for scrutiny in accordance with the Overview Procedure Rules under Part 4 of the Constitution (There no items which have been identified)

| | | | Page/s |
|----|---|--|---------------|
| 7. | Draft Work Programme 2004/05 | Corporate Director – Central Services | 3 |
| 8. | Corporate Performance Management Framework | Corporate Director – Central Services | 4 - 27 |
| 9. | Corporate and employment policy updates:- <ul style="list-style-type: none"> • Disciplinary Policy and Procedure • Absence Management Policy • Equality and Diversity Policy • Email Policy • Mobile Phone Policy | Corporate Director – Central Services | 28 - 102 |

Members remember!

You must declare any personal or prejudicial interests in an item before it is discussed. Make sure you say the reason for your interest as this has to be included in the minutes. If your interest is prejudicial you must leave the room. You also need to declare when you are subject to the party whip, again before the matter is discussed.