

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG

Tŷ Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG



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Catherine Forbes-Thompson (Tel. 01443 864279; Email: forbecl@caerphilly.gov.uk)

Date: 11th December 2013

Dear Sir/Madam,

A meeting of the **Scrutiny Leadership Group** will be held at **Penallta House (Ebbw Room)**, Tredomen Park, Ystrad Mynach on **Tuesday, 17th December 2013** at **5.00 p.m.** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in purple ink, appearing to read 'Stuart Rosser'.

Stuart Rosser
INTERIM CHIEF EXECUTIVE

A G E N D A

1. To receive apologies for absence.
2. Declarations of Interest - Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for both Councillors and Officers.
3. Role of Scrutiny Leadership Group.
4. Scrutiny Improvement Action Plan - Training.
5. Workshop.

Circulation:

Chairs and Vice Chairs of Scrutiny Committees, Democratic Services and Audit

And: Jonathan Jones (Democratic Services Manager), Dan Perkins (Head of Legal and Democratic Services), Cath Forbes-Thompson (Scrutiny Research Officer)

For information: CMT and Cllr C Forehead

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