

Please ask for: Mrs. W. Rowe

Your Ref:

Extension No: 4584

My Ref: WR

E-Mail: wendyrowe@cannockchasedc.gov.uk

19 August 2008

Dear Councillor,

**ACCESS TO SKILLS, ECONOMIC DEVELOPMENT AND ENTERPRISE POLICY DEVELOPMENT
COMMITTEE 4.00 P.M., THURSDAY 28 AUGUST, 2008
ESPERANCE ROOM, CIVIC CENTRE, CANNOCK**

You are invited to attend this meeting for consideration of the matters itemised in the following Agenda.

Yours sincerely,

**S.G. Brown
Chief Executive**

To: Councillors

Yates, Ms. W. (Chairman)
Burnett, G. (Vice-Chairman)

Davies, D.N.	Thomas, D.
Dixon, D.I.	Williams, B.
Freeman, M.P.	Williams, Mrs. P.
Holder, M.J.	

A G E N D A

PART 1

- 1. Apologies**
- 2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any personal or prejudicial interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

Under the Code of Conduct, if you declare a personal interest, you may remain in the meeting, take part in the debate and vote. If you declare a personal and prejudicial interest, and you have not obtained a dispensation from the Council's Standards Committee, you must withdraw from the meeting and not take any part in the debate unless the public are also allowed to attend the meeting to make representations, answer questions or give evidence relating to the business on the agenda. In such circumstance, whilst you are entitled to make representations, answer questions or give evidence, you must withdraw from the meeting and take no part in the debate or the decision making process.

- 3. Minutes**

To approve the Minutes of the meeting held on 3 June 2008 (Enclosed).

- 4. Update on the Staffordshire Local Area Agreement (LAA)**

To receive a presentation from Glenn Watson, Economic Development Manager.

- 5. The Worklessness Agenda**

To receive a presentation from Annette Summerscales, Jobcentre Plus and Sue French, Staffordshire Learning & Skills Council (LSC).

- 6. Development of a Work Programme**

To discuss the Work Programme for the Committee.