

5 May 2009

**Access to Skills, Economic Development & Enterprise Policy Development Committee
4.00pm on Thursday, 7 May 2009
Datteln Room, Civic Centre, Cannock**

Please find enclosed the following briefing notes, which relate to the following items included on the agenda for the above meeting:

**Item
No.**

5. Impacts of the Economic Downturn

Briefing note of the Head of Planning & Regeneration – Update on Activity to Combat the Recession (Enclosure 5.1 – 5.4)

6. Recommendations for Cabinet

Briefing Note - Recommendations to Cabinet (Enclosure 6.1 – 6.7)

Please ensure you bring this document with you to the above meeting.

Regards

Legal & Democratic Services