

Eco Bicester Strategic Delivery Board

Date of meeting: 8 November 2010	AGENDA ITEM NO: 7
Report title: Circulation of Eco Bicester Strategic Delivery Board papers (for information)	
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1. Purpose of Report

To clarify the procedure of circulation of the Eco Bicester Strategic Delivery Board papers.

2. Procedure for circulation of papers

The Eco Bicester Strategic Delivery Board agenda and papers will aim to be circulated 5 working days in advance of the meeting.

Any confidential papers will be clearly marked and only circulated by email.

The papers will also be publicly available on Cherwell District Council's website using modern.gov (committee management system) by clicking on the eco town banner on the home page and selecting the link to the Eco Bicester Strategic Delivery Board. Any confidential papers will not be publicly available on the website but noted on the agenda as confidential and not for circulation.

Any archived papers not accessible via the website can be requested from Sue Cavalier by email at sue.cavalier@cherwell-dc.gov.uk.

3. Recommendations

The Board is recommended to consider the report and agree as detailed above.