

Date: 25<sup>th</sup> August 2010

Dear Sir or Madam,

**STANDARDS COMMITTEE – 7<sup>th</sup> SEPTEMBER 2010**

The Chief Executive Officer, with the approval of the Chair of Standards Committee, has agreed to cancel the above scheduled meeting due to a lack of items for the agenda.

The next scheduled meeting of the Standards Committee is 4<sup>th</sup> November 2010.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'C.E.O.', written in a cursive style.

Chief Executive Officer

To: Chair and Members of the Standards Committee  
Other Members of the Council for information