

CHIEF EXECUTIVE MAX CALLER BSc(Eng) C.Eng MICE MCIWEM FRSA CDipAF

The Town Hall
The Burroughs
London NW4 4BG
Telephone: 0181-359 2000
Fax: 0181-359 2480
Doc. Exch. 59318

Mr E B Black
The United Synagogue Eruv Committee
9 West Heath Road
London
NW3 7UX

Contact: Elaine Baker
Direct Line: 0181 359 2093

Our reference
CEA.935/EB

Your reference

Date
21 October 1998

Dear Mr Black

Public Works Committee - Request for Deputation -
Eruv Licensing Application

Thank you for your recent letter requesting permission for a deputation to address the Public Works Committee on the above matter.

Your request will be reported to the Public Works Committee at its special meeting on 27 October 1998. If it is approved, you, and any other members of your deputation, will be invited to make representations to the Committee that same evening.

I should make it clear that it is for the Committee on 27 October to decide whether or not to hear your deputation. However, the necessary arrangements must be made in advance, so that, if the Committee approves your request, the deputation will be in a position to make its representations.

For information, deputations should not comprise more than 4 people and they will be given a total of 20 minutes to speak. (We do not need to know names in advance and it is up to you how you divide the time between yourselves.)

The procedure at the meeting is straightforward. When the particular item of business is reached on the agenda, the Chair of the Committee will invite the members of the deputation to introduce themselves and to address the Committee. The Chair will then ask members of the Committee if they wish to put any questions to the deputation. (Any time spent in answering questions put to the deputation by the Committee is not counted in its speaking time.) Following this, the deputation returns to the public gallery, the Council's officers present the report and the Committee debates the matter.

The meeting of the Public Works Committee on 27 October will be held at the Town Hall, The Burroughs, Hendon NW4 4BG. It starts at 7.00 pm, so it will be useful if all members of your proposed deputation can arrive at about 6.50 pm.

If you have any questions regarding any of this, please do not hesitate to contact Elaine Baker on the telephone number given above, or at the above address.

Yours sincerely

Elaine Baker

for Chief Executive