

3 November 2009

Dear Councillor

COMMUNITY AND HOUSING COMMITTEE

A meeting of the Community and Housing Committee will be held at the Council Offices, London Road, Saffron Walden, on Thursday, 12 November 2009 at 7.45 pm, or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

JOHN MITCHELL

Chief Executive

Commencing at 7.30 pm, there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given two working days prior notice.

A G E N D A P A R T I

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 17 September 2009 (attached).
- 3 Matters arising.
- 4 **Chairman's items**
- 5 **Lead Officer's report (10 minutes)**

Item for information

This report updates Members on matters that are not otherwise on this Agenda and provides information items.

- 6 **Housing Options Appraisal and Conditions Survey (10 minutes)**

Item for information

This report provides Members with information on the newly completed Options Appraisal with regard to the future management and maintenance of the Council's housing stock.

7 **Conditions Survey of the Housing Stock (10 Minutes)**

Item for information

This report provides Members with an overview of the recent stock condition survey.

8 **Cessation of Sandbags (10 minutes)**

Item for decision

This report explains the reason for the proposal to cease the supply of sandbags as part of the emergency response to flooding.

9 **Red telephone Kiosks (10 Minutes)**

Item for decision

This report sets the under used payphone kiosks that BT has identified as being underused. It is proposed to remove the payphone service and offer the kiosks to parish council's for adoption.

10 **Housing Initiatives Working Group (5 minutes)**

The minutes of the meeting held on 26 October are attached for information.

11 **Sheltered Housing Review (5 minutes)**

Item information.

This report outlines the progress that has been made with regard to the review of the sheltered housing service.

13 **Tenant Forum Minutes (5 minutes)**

The minutes of the meeting on 14 September are attached for information.

14 Any other business which the Chairman considers to be urgent

To: Councillors E C Abrahams, S Anjum, E L Bellingham-Smith, **R H Chamberlain**, M L Foley, E Gower, S J Howell, J E Hudson, J E Menell, M Miller, D J Morson, J A Redfern, D J Sadler, G Sell and S V Schneider.

Also

to: Mrs J Bullen and Mr P Salvidge (Museum Society) and Mrs D Cornell, Mr D Parish, Mrs E Rogers and Mr S Sproul (Tenant Panel representatives)

Lead Officer: Diane Burridge
Democratic Services Officer: Rebecca Procter (01799 510433)

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.uttlesford.gov.uk.

Members of the public and representatives of parish and town councils are now permitted to speak at the meetings. You will need to register with the Committee Officer by midday two working days before the meeting. An explanatory leaflet has been prepared which details the procedure and is available from the Council offices at Saffron Walden and Great Dunmow.

The agenda is split into two parts. Most of the business is dealt with in Part 1 which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they may deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

You are entitled to see any of the background papers that are listed at the end of each report.

If you want to inspect background papers or speak before a meeting please contact either Peter Snow on 01799 510430, Maggie Cox on 01799 510369, Rebecca Procter 01799 510433 Cathy Roberts on 01799 510434, or by fax on 01799 510550.

FACILITIES FOR PEOPLE WITH DISABILITIES

The Council Offices has facilities for wheelchair users, including lifts and toilets. The Council Chamber has an induction loop so that those who have hearing difficulties can hear the debate.

If you are deaf or have impaired hearing and would like a signer available at a meeting, please contact Peter Snow on 01799 510430 or email psnow@uttlesford.gov.uk as soon as possible prior to the meeting.

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If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by Committee staff. It is vital you follow their instructions.

- You should proceed calmly, do not run and do not use the lifts.
- Do not stop to collect personal belongings.
- Once you are outside, please make your way to the flagpole near the visitor car park. Do not wait immediately next to the building.
- Do not re-enter the building until told to do so.