

31 August 2010

Dear Councillor

COMMUNITY AND HOUSING COMMITTEE

A meeting of the Community and Housing Committee will be held at the Council Offices, Saffron Walden, on Thursday 9 September 2010 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
PART 1**

1. Apologies for absence and declarations of interest.
2. Minutes of the meeting held on 10 June 2010 (attached).
3. Matters arising.
4. Chairman's items.
5. **Lead Officer's Report** (5 minutes)

Item for information.

This report gives details of matters not otherwise appearing on this agenda.

6 **2010/11 Budget Monitoring** (15 minutes)

Item for decision

The report sets out financial performance for the period April to July 2010 and a forecast outturn to the end of the financial year.

7 **Environmental Health Statutory Service Plans** (5 minutes)

Item for decision

This report advises members of the statutory requirement for the Council to have in place service plans for its food safety and health and safety enforcement functions and recommends the approval of the plans attached.

8 **Disabled Facilities Grant** (10 minutes)

Item for decision

This report suggests an increase in the capital budget for Disabled Facilities Grants for 2011/12 to reflect a growing demand for this mandatory grant.

9 **Stansted Area Housing Partnership** (10 minutes)

Item for decision

This report concerns a review of the arrangements for agreeing the use of the S106 obligation funds received by the council from Stansted Airport Ltd in 2004 for the delivery of affordable housing.

10 **Planning & Development Reserve**

Item for decision

This report recommends how the reserve be used to support delivery of services related to development.

11 **Audit Commission Strategic Housing Services re-inspection** (10 minutes)

Item for decision

The Audit Commission Housing Inspectorate undertook a re-inspection of the Council's Community Housing Service in May 2010. This report provides the Committee with the outcome of the re-inspection.

12 **Sheltered Housing Task Group Minutes** (5 minutes)

Item for information

The Minutes of the meeting of the Sheltered Housing Task Group held on 1 July 2010 are attached.

13 **Housing Initiatives Working Group Minutes** (5 minutes)

Item for information

The Minutes of the meeting of the Housing Initiatives Working Group held on 5 July 2010 are attached.

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

Item for information

The Minutes of meeting of the Tenant Forum held on 19 July 2010 are attached.

15 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); Mr S Sproul and Mr D Parish (Tenant Panel representatives).

Lead Officer: Diane Burridge (01799 510580)
Democratic Services Officer: Rebecca Procter (01799 510433)

MEETINGS AND THE PUBLIC

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Members of the public and representatives of parish and town councils are 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.

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 in 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.

Agenda and Minutes are available in alternative formats and/or languages. For more information please call 01799 510510

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- 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 by the committee lead officer.