

6 February 2007

Dear Councillor

COUNCIL MEETING

A meeting of the Council will be held at the Council Offices, London Road, Saffron Walden on Thursday 15 February 2007 at 7.45 pm, or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

ALASDAIR BOVAIRD

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 Members question and answer session (up to 15 minutes).
- 2 Apologies for absence and declarations of interest.
- 3 To receive the Minutes of the meeting held on 12 December 2006 (attached).
- 4 Business arising.
- 5 Chairman's communications.
- 6 Leader's communications.
- 7 Matters arising from Committees.
 - (i) Community Committee 18 January 2007 – Minute C54 – Housing Strategy Working Group (to be considered under Item 18)
 - (ii) Operations Committee – 8 February 2007 – Time off for Civic Duties and Voluntary Service
- 8 Uttlesford District Council's Revenue Budget 2007/08 (to follow).
 - Review of the budget and ~~the~~ level of Reserves and Balances

- 9 District Council Requirement and Council Tax 2007/08 (to follow).
- 10 Capital Programme 2006/07 – 2009/10 (to follow).
- 11 Housing Revenue Account Estimates and Rent Setting 2007/08 (to follow).
- 12 Prudential Indicators (to follow)
- 13 Treasury Management Strategy (to follow).
- 14 Medium Term Financial Strategy (to follow).
- 15 Council Tax – Long Term Empty Homes Policy (to follow)
- 16 Uttlesford in 2011.

Item for Decision

The Chief Executive's report to the Council meeting on 12 December 2006 outlined the approach to service and performance improvement for Uttlesford District Council between now and 2011. Members noted and endorsed the approach and agreed that a further report be brought to this meeting providing more detail on the work involved in the Uttlesford in 2011 transformation programme.

- 17 Organisational Restructuring: Consequential Constitutional Changes.

Item for Decision.

This report sets out the suggested constitutional changes which are needed as a consequence of the Organisational Review.

- 18 East of England Plan – Proposed changes.

Item for Decision

This reports recommends how the Council responds to the Secretary of State's Proposed Changes to the Regional Spatial Strategy, the East of England Plan.

- 19 Olympic Working Group.

Item for Decision

This report seeks the establishment of an Olympic Working Group, for approval of the terms of reference and for approval, in principle, to the Essex Action Plan.

- 20 Calendar of meetings.

- To note the draft calendar of meetings, which will be confirmed at the Annual Council Meeting. A further meeting of the Performance Select Committee will need to be added later in the year.

- 21 Essex Development and Regeneration Agency.
- To appoint a representative to the Essex Development and Regeneration Agency to replace Councillor R F Freeman.
- 22 Local Government Association representative.
- To make an appointment to the Local Government General Assembly following the resignation of Councillor A Dean from this position.
- 23 West Essex Primary Care Trust
- To consider an appointment to the West Essex Primary Care Trust.
- 24 To consider questions under Council Procedure Rule 8.2.
- 25 Any other items which the Chairman considers to be urgent.

To: All Members of the Council.

Lead Officer: Alasdair Bovaird

Committee Officer: Maggie Cox

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 2.00 pm on the Friday 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 Mick Purkiss on 01799 510430, Maggie Cox on 01799 510369, Cathy Roberts on 01799 510434, Peter Snow on 01799 510431 or Victoria Harvey 01799 510433 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 Mick Purkiss on 01799 510430 or email mpurkiss@uttelford.gov.uk as soon as possible prior to the meeting.

FIRE/EMERGENCY EVACUATION PROCEDURE

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available 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 do not wait immediately next to the building.
- Do not re-enter the building until told to do so.