

20 June 2007

Dear Councillor

OPERATIONS COMMITTEE

A meeting of the Operations Committee will be held in the Committee Room at the Council Offices, London Road, Saffron Walden on Thursday 28 June 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 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 22 March 2007.
- 3 Business arising.
- 4 Lead Officer Report.

Item for information

To consider the report of the Director of Resources
- 5 Forward Programme.

Item for decision

To consider the report of the Director of Resources

6 Referral from Community Committee - Greenways Play Area.

Item for decision

Subject to approval at the meeting of the Community Committee, to receive the following reference

- a) that the area of land containing the children's play area, shown hatched at Appendix 1, (and possibly a little more land if it is decided to enlarge the play area, to be negotiated by officers) be leased on a peppercorn rental to Saffron Walden Town Council for a period of 99 years if the Town Council also approves of this arrangement;
- b) that a capital contribution of £20,000 be made to Saffron Walden Town Council towards the refurbishment and maintenance of the play area if the resident's survey demonstrates a requirement for such a play area, and
- c) officers work with Saffron Walden Town Council to raise external funding to enable a suitable range of equipment to be installed on the site.

7 Corporate Plan.

Item for decision

To consider the report of the Head of Partnership and Performance

8 Uttlesford in 2011 Transformation Programme – (A) Programme Initiation Document (B) Progress Report.

Item for decision

To consider the report of the Director of Business Transformation

9 Local Housing Allowance

Item for decision

To consider the report of the Head of Corporate Support and Revenue Services

10 Statement of Internal Control 2006/07

Item for decision

To consider the report of the Director of Resources

- 11 Statement of Accounts 2006/07
Item for decision
To consider the report of the Director of Resources
- 12 Budget and Medium Term Financial Strategy Update
Item for decision
To consider the report of the Director of Resources
- 13 Any other items that the Chairman considers to be urgent.

To: Councillors **R P Chambers**, R Clover, K L Eden, M L Foley,
M A Gayler, D M Jones, A J Ketteridge, T P Knight, R M Lemon,
H S Rolfe, R D Sherer, G Sell, A D Walters and P A Wilcock.

Lead Officer: Philip O'Dell
Committee Officer: Catharine Roberts

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 must be discussed in the absence of the press or public, as they might 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 or Peter Snow on 01799 510431 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@uttlesford.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.