

24 October 2001

Dear Councillor

HEALTH AND HOUSING COMMITTEE

A meeting of the Health and Housing Committee will be held at the Council Offices, London Road, Saffron Walden on Thursday 1 November 2001 at 7.45 pm or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

ELIZABETH FORBES

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 I

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting of the Committee held on 6 September 2001 (previously circulated).
- 3 Business arising.
- 4 Warden Best Value Review (report attached).
- 5 Draft budget 2002/03 (report to follow).
- 6 Welfare work for elderly and disabled tenants (report attached).
- 7 Bungalow allocations (report attached).
- 8 Any other items which the Chairman considers to be urgent.

PART II (Paras 7 and 8 of Part 1 of Schedule 12A of the Act)

- 9 Land fronting Usterdale Road and Castle Cross, Saffron Walden (report attached).
- 10 Former tenant rent arrears – write offs (report attached).

To:- Councillors R P Chambers, Mrs C M Dean, Mrs S Flack, R D Green, M A Hibbs, A J Ketteridge, Mrs C M Little, Mrs J Loughlin, A C Streeter and R W L Stone.

Also to: Mrs J Bolvig-Hansen, Mr J Grimshaw, Mr D Reynolds and Mr J Sumner-Smith (Tenant Panel representatives).

Encs: Reports as listed on agenda

Lead Officer: B D Perkins
Committee Officer: P J Snow

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Committee meetings and listen to the debate.

You also have the opportunity to ask questions or make statements before meetings of the Council and the Resources, Community and Leisure, Environment and Transport, Health and Housing and Scrutiny Committees. This 'question time' takes place at 7.30pm prior to the normal business of the meeting. You must give at least 2 working days notice if you intend to speak. Also, it would be helpful if you could let us know what the questions are, so that we can investigate the issue for you, if possible.

The agenda is split into 2 parts. Most of the business is dealt within Part I 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, Laurel Crowe on 01799 510433, Maggie Cox on 01799 510369, Cathy Roberts on 01799 510434 or Peter Snow on 01799 510431 or by fax on 01799 510550.

To all Members of the Council

23 October 2001

Your ref:

Our ref: PS/TJ

Please ask for Mr P Snow on 01799 510431
email: psnow@uttlesford.gov.uk

Dear Councillor

PRESENTATION PRIOR TO HEALTH AND HOUSING COMMITTEE

Members are reminded that there will be a presentation prior to the Health and Housing Committee Meeting on Thursday, 1 November, commencing at 6.30pm. The presentation will be given by Peta Wilkinson, Chief Executive of the Primary Care Trust, on the theme of 'Local Services in Uttlesford'.

All members are most welcome to attend.

Yours sincerely

Senior Administrative Officer