

18 October 2005

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, 27 October 2005 at 7.45 pm, or at the conclusion of the question and answer session, whichever is the earlier.

Please note that there will be a presentation on health promotion in Uttlesford by Caroline Skinner of Uttlesford PCT, at 7.00 pm prior to the Committee's formal business.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

Commencing at 7.30 pm or as soon thereafter as the presentation has finished, 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 8 September 2005 (previously circulated).
- 3 Business arising.
- 4 Notice of Motion – to consider the following Notice of Motion proposed by Councillor D W Gregory and approved by Council on 19 July 2005:

“This Council recognises the value of knowing the practical first aid needed to help maintain life.

It therefore seeks to provide and promote together with Uttlesford Primary Care Trust a programme of training in basic first aid or refresher courses to Councillors and staff, and encourages the programme to be extended to the whole community.

Further it seeks the placement of a defibrillator in this building and the training of staff in its use”.

5 Half Year Homelessness Statistics.

Item for decision.

This report advises the Committee on the numbers of people presenting as homeless from 1 April 2005 to 30 September 2005. It details the reasons for their homelessness, their status and the number of homeless applications that have been accepted or rejected.

6 Tenant Forum Minutes – to receive the draft Minutes of the meeting held on 10 October 2005.

Item for decision.

This report provides the Committee with the minutes of the last meeting of the Tenant Forum, which covers the District. There are no specific financial or risk assessments relating to this report.

7 Housing Strategy Working Group – to receive an oral report of the meeting of the Working Group held on 25 October 2005.

8 Report on Implementation of the new Constitution – to follow, subject to the Council’s decision on 18 October 2005.

9 Homelessness Temporary Accommodation

Item for decision.

This report advises the Committee of the Council’s current position on the use of Council accommodation and designated units of Registered Social Landlord (RSL) accommodation as temporary accommodation for homeless applicants.

10 Any other items the Chairman considers to be urgent.

To:- Councillors C A Bayley, W F Bowker, S Flack, E Gower, **M A Hibbs**, E W Hicks, V J T Lelliott, R M Lemon, A Marchant and A M Wattebot.

Also to:- Mr I Blows and Mrs J Bolvig-Hansen (tenant forum representatives).

Lead Officer:- Rod Chamberlain

Committee Officer:- Peter 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. 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 Vicki Borges 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@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.