

16 January 2001

Dear Councillor

**HOUSING SERVICES SUB-COMMITTEE**

A meeting of the Housing Services Sub-Committee will be held at 7.30 pm at the Council Offices, London Road, Saffron Walden on Tuesday 23 January 2001.

Yours faithfully

ELIZABETH FORBES

Chief Executive

**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 21 November 2000 (previously circulated).
- 3 Business Arising

**Items for Decision**

- 4 Draft Revenue Estimates 2001/02
- 4 Draft Housing Revenue Accounts and rent setting 2001/02
- 5 Housing Best Value Review Action Plan (a full copy of the Housing Best Value Report is attached for Members of the Sub-Committee)
- 6 Sheltered Housing Vacancies - Advertising
- 7 Chartered Institute of Housing Conference 2001

**Items for Information**

- 8 Reports of representative of outside bodies – report from Councillor Mrs Flack
- 9 Minutes of the Tenant Panel meetings
- 10 Any other items which the Chairman considers to be urgent.

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

**Item for Decision**

11 Schedule of rates contract.

To:- Councillors Mrs C A Bayley, Mrs M A Caton, R A E Clifford, R C Dean, R D Green, M A Hibbs, A J Ketteridge, Mrs C M Little, R A Merrion, A R Row, G Sell and **R W L Stone**.

Also to:- Tenant's representatives

Encs:- Minutes of the Tenant Panel meetings  
Reports as listed above

Lead Officer: Rod Chamberlain  
Committee Officer: Maggie Cox

**MEETINGS AND THE PUBLIC**

Members of the public are welcome to attend any of the Council's Committee and Sub-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 Policy and Resources, Planning and Development and Community Services Committees. This 'question time' takes place at 7.30 pm 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 with in 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 or Maggie Cox on 01799 510434 or by fax on 01799 510550.

