



17 Claypath  
Durham  
DH1 1RH

Direct Line: 0191 301 8873  
Fax: 0191 386 0625  
Email: [dwalker@durhamcity.gov.uk](mailto:dwalker@durhamcity.gov.uk)  
Website: [www.durhamcity.gov.uk](http://www.durhamcity.gov.uk)  
Enquiries to: Mr D Walker

Brian Spears F.C.I.H.  
**Chief Executive**

REF: DW

31 October 2006

To: The Chairman and Members of the  
**COMMUNITY SERVICES SCRUTINY PANEL**  
(Councillors Howarth, Griffin, Hepplewhite, Hopgood,  
Kinghorn, Moderate, Norman, Robinson, Taylor,  
Walton, Wolstenholme and Young)

Dear Sir/Madam

A Meeting of the **COMMUNITY SERVICES SCRUTINY PANEL** will be held in the Town Hall, Durham, on Wednesday 8 November 2006 at 5.30pm.

#### **BUSINESS**

1. Apologies for Absence
2. Minutes of Meeting held on 10 October 2006 (Attached)
3. Gypsy/Traveller Sites

Sue Green from Durham County Council Travellers Education Service will be in attendance for further discussions on the Scrutiny topic, together with Martin Woods, consultant involved with the Needs Assessment analysis for the County Council and seven District Councils.

4. Council Garages

The Housing Manager will be in attendance to update the Panel with progress made towards the recommendations made in their report of October 2005, and the Policy on Council Garages as approved by Cabinet in September 2006.

5. Any Other Business

Yours faithfully

**Chief Executive**