

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

REF: DW

28 November 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 Tuesday 5 December 2006 at 5.30pm.

**BUSINESS**

1. Apologies for Absence
2. Minutes of Meeting held on 8 November 2006 (Attached)
3. Consideration of Report on Review of Council House Repairs
4. Consideration of Report on Review of Council Garages
5. Review of Homelessness

The Strategy & Development Manager will be in attendance to update Members with progress made towards the Report of February 2005.

6. Any Other Business

Yours faithfully

**Chief Executive**