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Michael Laing      Chief Executive

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6<sup>th</sup> March 2008

Dear Councillor,

I hereby give you Notice that a Meeting of the **APPEALS COMMITTEE** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, CROOK** on **FRIDAY 14<sup>th</sup> MARCH 2008** at **2:00 P.M.**

### AGENDA

1. Election of Chair.
2. Apologies for absence.
3. \*To review the Housing Officer's decision to seek possession of 14 Waterloo Close, Crook, DL15 9JU let under an introductory tenancy to Mr G Clark – copies of the following documents are enclosed.
  - i) An extract from the tenancy agreement for the introductory tenant for 14 Waterloo Close, Crook;
  - ii) Landlord's Notice of Proceedings for Possession of introductory tenancy of a dwelling house – 14 Waterloo Close, Crook;
  - iii) The letter of the Housing Officer sent to Mr Clark with ii) above;
  - iv) Documents giving rise to the decision;
  - v) Mr Clark's request for a written review;
  - vi) A memorandum from the Neighbourhood Manager giving details of the case;
  - vii) The Council at its meeting held on 30<sup>th</sup> April 1997 adopted a system of introductory tenancies. Relevant extracts from Council Minutes are enclosed together with the Rules on the Conduct of Review.

Only the Committee and the Clerk to the Committee will be present when a decision is reached. Mr Clark will be informed of the decision including a detailed explanation of the reasons for it in writing within five working days.

\* It is likely that item 3 will be taken in the closed part of the meeting in accordance with paragraph 1 of Part I of Schedule 12A of the Local Government 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Yours faithfully

A handwritten signature in black ink that reads "Michael Laing". The signature is written in a cursive, flowing style.

**Chief Executive**

Members of this Committee: Councillors Mrs Bolam, Mrs Burn, Gale, Hayton  
and Mairs.