

CABINET

Minutes of the Meeting held on Wednesday, 6th June 2012 at Retford Town Hall

Present: Councillor S A Greaves (Chair),
Councillors J Evans, S May, D R Pressley, A Rhodes and G J Wynne.

Advisory Members: Councillor H M Brand.

Liaison Members: Councillors B Barker, K H Isard and C Wanless.

Officers: D Armiger, S Brown, A Burton, J Hamilton, L Hull, M Ladyman,
R Schofield, N Taylor and R Theakstone.

Also present: Councillors A Chambers, S Fielding and J White.

(The Chairman welcomed all to the meeting and read out the Fire Alarm/Evacuation Procedure.)

The Chairman gave a special welcome to the new Liaison Members, i.e. Councillors B Barker, and K H Isard; and explained that Councillor H M Brand would be advising the Leader on rural matters and Councillor C Palmer would be advising the Leader on all matters pertaining to Retford.

1. QUESTION TIME - PUBLIC

Council Procedure Rules were suspended for fifteen minutes to allow questions from the public; however, there were no members of the public present.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors H Burton, J A Leigh and C Palmer.

3. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

After seeking advice from the Monitoring Officer, Councillor J Evans declared a personal interest in Agenda Item No. 18(a) – Proposed Sale of Land at Scrooby Road, Harworth, as she is a Town Councillor for Harworth and Bircotes. She remained in the meeting.

(b) Officers

The Director of Resources, N Taylor, declared a personal interest in Agenda Item No. 14(a) – Local Council Tax Reduction Scheme Update, as he has a second home in Bassetlaw. He remained in the meeting.

4. MINUTES OF THE MEETING HELD ON 3RD APRIL 2012

RESOLVED that the minutes of the meeting held on 3rd April 2012 be approved.

5. MINUTES FOR ACTION AND IMPLEMENTATION

RESOLVED that the Minutes for Action and Implementation be received.

6. OUTSTANDING MINUTES LIST

A Liaison Member enquired as to progress with regard to Minute No. 125(a) – Bassetlaw Museum and Tourist Information Centres Service Review – which has been outstanding since January 2011. The Cabinet Member for Community Prosperity informed Members that discussions have taken place and the review will be progressed as soon as practicable, and the Head of Community Prosperity confirmed that a report will be presented in the near future.

RESOLVED that the Outstanding Minutes List be received.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

7. REPORT(S) OF THE CABINET MEMBER – HOUSING – COUNCILLOR A RHODES

(a) Homelessness Strategy (Key Decision No. 319)

Members were asked to consider adopting an updated Homelessness Strategy, which had been appended for Cabinet and Liaison Members and deposited in the Members' Room. The report outlined a number of factors which determined that it is now appropriate to complete a revised Strategy.

Options, Risks and Reasons for Recommendations

Members can either approve the revised strategy or retain the existing strategy. The existing strategy is due for renewal. Failure to agree a new strategy giving a strategic direction will ultimately adversely affect service users.

RESOLVED that the Homelessness Strategy be approved and referred to full Council for formal adoption.

Other Decisions

8. REFERRAL(S) FROM SELECT PANELS

(a) Report of Health Panel: The Future of Services at Bassetlaw Hospital

The Chair of the Panel, Councillor B Barker, presented the report from the Health Panel on 'The Future of Services at Bassetlaw Hospital', which had been appended for Cabinet and Liaison Members and deposited in the Members' Room. The report contained 17 recommendations for consideration by Cabinet.

The Leader of the Council acknowledged the work involved and the different approach which had raised the level of the scrutiny to a new benchmark for future reviews.

RESOLVED that:

1. Thanks be recorded to the Chair, the Panel, the witnesses and the scrutiny officers for the work involved during the review.

2. The recommendations within the Health Panel report on 'The Future of Services at Bassetlaw Hospital' be considered and a response be submitted to the next available Overview and Scrutiny Committee.

**9. REPORT(S) OF THE CABINET MEMBER – POLICY AND COMMUNITY ENGAGEMENT
– COUNCILLOR S A GREAVES**

(a) Forward Plan – June to September 2012

Members were presented with the Forward Plan of Key Decisions for the coming four months.

Options, Risks and Reasons for Recommendations

The report is for noting.

RESOLVED that the Forward Plan for the period June to September 2012 be approved.

(b) Sheffield City Region Local Enterprise Partnership Inward Investment Plan and Future Contributions

(This report was presented by the Leader of the Council as the Council's representative on the Sheffield City Region Board, and not by the Cabinet Member for Community Prosperity as listed on the Agenda.)

Members' approval was sought for Bassetlaw District Council to allocate an annual contribution over a two-year period to fund the Sheffield City Region (SCR) Local Enterprise Partnership Inward Investment Plan. The report outlined: background; challenges; key elements of the proposal; evaluation and outputs; funding of the Inward Investment Team and future contributions.

Options, Risks and Reasons for Recommendations

Option One – To support the funding of the Inward Investment Programme, CPI sector workstream and core funding detailed in the report. This support will clearly demonstrate continued commitment to the work of the SCR Local Enterprise Partnership and a commitment to growth in the SCR.

Option Two – To not support the proposals. This Council's continued active participation within the SCR will therefore need to be brought into question.

RESOLVED that:

1. The funding of initiatives, as detailed in the report, be supported.
2. A capital budget of £20,833 for 2012/13 and £28,125 for 2013/14 be approved for the investment in the Local Enterprise Partnership (Inward Investment) and this be funded by contributions from revenue.
3. The funding required for 2011/12 and 2012/13 totalling £35,985 be met from this year's Corporate Contingency Fund allocation.
4. The funding required for 2013/14 and future years of £39,312 and £3,965 respectively be built into the base budget.
5. Progress reports, particularly about ongoing costs and governance arrangements, be presented to future meetings of Cabinet.

10. REPORT(S) OF THE CABINET MEMBER – COMMUNITY PROSPERITY –
COUNCILLOR D R PRESSLEY

(a) The Localism Act and Planning and the National Planning Policy Framework (NPPF)

Members were provided with information on the implications of the Localism Act and the National Planning Policy Framework (NPPF) for the Council in relation to land use planning. The report outlined: Neighbourhood Plans; Neighbourhood Development Orders (NDO); Community Right to Bid (Assets of Community Value); Community Right to Build; and the NPPF.

It was noted that, with regard to the Community Right to Build, any community organisation, as well as a parish/town council, can develop a CRtB Order, so long as it has at least **ten** members, who live in the area covered by the organisation and who live in separate dwellings.

Options, Risks and Reasons for Recommendations

The report is for noting only. Local authorities have a legal obligation to assist parish/town councils and neighbourhood forums to prepare plans. Any costs will be funded from the Local Development Framework budget for now, and any future budget implications will be identified through further reports to Cabinet.

RESOLVED that:

1. The report be received and considered for future discussion as necessary.
2. A continued commitment to assist parish councils with the opportunities afforded to them by Neighbourhood Planning be supported.

(Prior to the next two Agenda items, the Monitoring Officer advised the Cabinet Members about voting on planning policies. The Community Infrastructure Levy does not relate directly to planning policies and, although the Supplementary Planning Documents do, the Core Strategy, which sets out the policy context for these documents, has already been adopted and therefore no decision is required.)

(b) Community Infrastructure Levy (CIL)

Members' approval was sought for the CIL Draft Charging Schedule, agreement for consultation on it for the statutory period of four weeks and, assuming there to be no changes required such that it needs to be referred back to Cabinet, agreement to progress the Draft Preliminary Charging Schedule (DPCS) to Examination in Public. The Charging Zones and Charging Rates were appended to the report.

It was noted that, with regard to paragraph 4.1 of the report: "...it is not proposed to make any changes to the DPCS beyond the definition of "food retail", this could be changed to "supermarket retail".

Options, Risks and Reasons for Recommendations

Option One - the Council can stop work on the CIL Charging Schedule and continue to rely on Section 106 Agreements as a means of securing funding for new infrastructure in the District. The risk of doing so is that the Council is unable to secure the level of contributions that it may wish from new development (over 100 sq m), given the restrictions on pooled contributions in the CIL Regulations.

Option Two – The Council can progress the CIL Charging Schedule; there are no significant risks in doing so. The Council would have an independently agreed and

transparent Schedule setting out the charges that a development will need to consider. There will be greater certainty over the amount and timing of receipt of the funds for wider infrastructure required to support new growth across the District. CIL will, viability issues notwithstanding, be levied on all new development. This should result in a greater return for the Council, which presently only tends to secure Section 106 funds from major housing applications.

RESOLVED that:

1. The Community Infrastructure Levy Draft Charging Schedule be approved for public consideration in order to comply with statutory requirements, and the Schedule be subsequently progressed to Examination.
2. Once implemented, the Community Infrastructure Levy be monitored and reviewed, and feedback be presented to a future meeting of Cabinet, together with feedback on the impacts of the Levy from other local authorities.

(c) Supplementary Planning Documents – Affordable Housing and Residential Parking Standards

Members' approval was sought to adopt Supplementary Planning Documents (SPDs) on Affordable Housing and Residential Parking Standards.

Options, Risks and Reasons for Recommendations

Option One – The Council can halt progress on the SPDs. The risk of doing so is that the Council may be unable to secure the level of affordable housing contributions that it may wish from new development and may find residential parking provision to be inappropriate.

Option Two – The Council can progress the SPDs as it has committed to do so in the Core Strategy, thus enabling the efficient delivery of higher level policy.

RESOLVED that the Supplementary Planning Documents on Affordable Housing and Residential Parking Standards be adopted by the Council as part of the Local Development Framework, subject to active monitoring and ongoing review.

(d) High Street Innovation Fund

Members' approval was sought for a programme of regeneration initiatives to be funded through the High Street Innovation Fund, after the Council was awarded £100,000 in April 2012. It is proposed that Members and officers meet with local individual businesses to determine the best use of this particular funding, which has been allocated to: Worksop £50,000; Retford £30,000; Harworth £10,000; and Tuxford £10,000; based on the number of empty shops and population size.

The Cabinet Member for Revenues, Customer and Support Services commented that local business rates discounts are not the answer and that retailers need to be more involved and proactive.

Options, Risks and Reasons for Recommendations

Option One – Members approve the outlined approach for the distribution and administering of the High Street Innovation Fund.

Option Two – Members do not approve the report and use the fund for the financing of other projects or initiatives.

RESOLVED that:

1. The £100,000 identified in the report be ring-fenced for High Street Innovation projects.
2. Members and officers meet with local individual retailers and businesses to determine the best use of this particular fund.
3. A further report be presented to a future meeting of Cabinet detailing progress on the programme of initiatives.

11. REPORT(S) OF THE CABINET MEMBER – HOUSING – COUNCILLOR A RHODES

(a) Increasing the Stock of Affordable Dwellings

Members' approval was sought for officers to explore mechanisms to increase the Council's stock of affordable housing.

Options, Risks and Reasons for Recommendations

At present there are two main opportunities for Bassetlaw to increase its housing stock by purchasing suitable housing to meet the local housing need, i.e. ex-Council stock via the repossession route or empty properties via a 'buy back' scheme; and the purchase of any Registered Provider stock which is to be disposed of within the District.

The Council now has over 4,200 applicants waiting for social housing. Homelessness has increased significantly and other housing options for applicants have become unaffordable due to both Housing Benefit changes and increased rents. Welfare reform changes may mean that people will have less to spend on housing costs and may need to move to more affordable housing.

At this stage initial discussions of options for acquiring individual properties can be held by officers on behalf of the Council without any commitment at this stage.

A Liaison Member enquired as to the number of empty properties within Bassetlaw, and figures as presented in Agenda Item No. 14(a) were cited: 814 being vacant for less than six months; and 819 vacant for over 12 months.

RESOLVED that:

1. The split between the number of private and public sector empty properties be reported to Cabinet and Liaison Members.
2. The principle of the options for increasing the Council's housing stock be supported and officers undertake discussions with all relevant parties.
3. Right To Buy capital receipts and any annual improvement in the HRA Business Plan be set aside to finance future schemes within the HRA Capital Programme which relate to housing growth.

(b) Acquisition of Affordable Housing Unit

Members' approval was sought for the acquisition of a former Council flat in Carlton-in-Lindrick.

Options, Risks and Reasons for Recommendations

The two options available to the Council are to acquire the property or decline the offer. However, as the property is a former Council property acquired through the Right To Buy, and is in an area of high demand, it is considered that, provided suitable funding can be secured, the property should be acquired.

This property will be added to the Council stock and therefore will be subject to the Right To Buy legislation. There is, therefore, a risk that part of the investment in the property could be lost if a Right To Buy application is received within ten years.

RESOLVED that:

1. Approval be given for the purchase of the flat at 7 Sycamore Road, Carlton-in-Lindrick, subject to a formal inspection of the property and agreement of terms.
2. A capital budget of £35,000 be approved to acquire this property.

(c) Private Sector Leasing Scheme

Members' approval was sought to amend the criteria for the Council's Private Sector Leasing (PSL) Scheme and for the Empty Homes Grants to be made available as part of the Council's Empty Homes Initiative. The report outlined: private sector leasing; funding repairs to empty homes; Homes and Communities Agency funding; PSL and existing landlords. The PSL Policy and Empty Homes Grant scheme were appended to the report.

Options, Risks and Reasons for Recommendations

Members can approve the revised policy for the provision of a PSL Scheme. The risks to the Council and to owners would be minimised by those measures outlined in paragraph 5.1 of the report.

Members can approve extending the PSL Scheme to existing private landlords subject to the property meeting the needs of the District. It is also recommended that a phased approach is adopted to give priority to owners of empty homes over existing landlords.

Members can approve the amended threshold for non means-tested Empty Homes Grants for owners of empty homes entering into the PSL scheme. The risk of not approving the amendments is a negative impact on the number of empty homes able to be brought back into use and therefore an adverse effect on the New Homes Bonus.

Members can approve the proposed amendment to the means test for Empty Homes Grants, i.e. owners with assets in excess of £16,000 will not qualify for a grant. The risk of not approving this amendment is the grant funding available will not be targeted towards those less able to fund the necessary repairs themselves.

RESOLVED that:

1. The new Private Sector Leasing (PSL) Scheme be approved.
2. A phased approach be adopted to extend the PSL Scheme to existing private landlords, subject to capacity within the Council and A1 Housing.
3. The threshold for non means-tested Empty Homes Grants for owners entering the PSL Scheme be raised from £7,000 to £12,000.
4. Owners with assets in excess of £16,000 be excluded from applying for an Empty Homes Grant.
5. A further report be presented to a future meeting of Cabinet detailing the Homes and Communities Agency funding for Empty Homes, including the terms and conditions.

(d) Loft/Cavity Wall Insulation in Bassetlaw

Members' approval was sought for capital funding to support the Warmstreets Cavity Wall and Loft Insulation Programme in Bassetlaw. A summary of the Programme for April 2011 to March 2012 was appended to the report.

Options, Risks and Reasons for Recommendations

Option One - Members could approve a capital budget of £10,000 to continue subsidising 'top up' insulations for elderly and low income households, including those with children.

Option Two - Members could approve a lower capital budget of £5,000 and reduce contribution from £99 to £50 for the elderly (aged 70+) and low income households, making a cost of £49 to the householder. The risk associated with this option is that some low income households may refuse insulation measures due to the cost.

Option Three - Members could choose not to provide any additional subsidy over and above the CERT funding. The cost to all householders requiring 'top up' insulation to the recommended 270mm would be £99. The same risk applies.

RESOLVED that a capital budget of £10,000 be approved to further subsidise 'top up' insulation measures for the elderly and low income households.

12. REPORT(S) OF THE CABINET MEMBER – REVENUES, CUSTOMER AND SUPPORT SERVICES – COUNCILLOR S MAY

(a) Local Council Tax Reduction Scheme Update

Members were updated on the requirements the Council will have to fulfil for a new Local Council Tax Reduction Scheme by 31st January 2013, to come into effect on 1st April 2013. The report outlined: background; potential appeals; achieving the savings and Council Tax discount changes; Housing Benefit data; Local Council Tax Benefit options; wider matters; and the default scheme.

It was noted that the table at paragraph 3.9 of the report should read "Long Term Empty Homes – empty dwelling with 100% **charge** over 12 months".

The Leader of the Council acknowledged the amount of work by officers involved in such a complex scheme.

Options, Risks and Reasons for Recommendations

Bassetlaw has to comply with the Local Government Finance Act when it completes its passage through Parliament, but has discretion in how it develops its Local Council Tax Reduction Scheme arrangements.

In coming to a final set of proposals, Members will need to look at some of the social as well as financial impacts, in addition to the parameters set by Ministers. A key area of consideration will be the robustness of any Local Council Tax Benefit Scheme vis a vis potential challenges from those that will receive lower benefits, plus the cost of any changes to the system.

Whilst Members may consider the current situation highly unsatisfactory, they can be assured that Bassetlaw is well placed in dealing with this matter from the evidence of meetings within the County network, as well as national groups.

RESOLVED that:

1. Thanks be recorded to officers for their work on, and understanding of, the scheme to date.
2. The issues in the report be noted.

3. An information session for Members on the implications of the scheme be arranged when practicable.
4. A further report be presented to the September 2012 meeting of Cabinet to meet the required timetable to introduce a new scheme by January 2013.

(The Director of Resources, N Taylor, declared a personal interest in the above item but remained in the meeting.)

13. REPORTING MINUTES

(a) Bassetlaw Enterprise Board – 16th January 2012

RESOLVED that the minutes of the meeting of the Bassetlaw Enterprise Board held on 16th January 2012 be received.

(b) Council's Health and Safety Committee – 17th January 2012

RESOLVED that the minutes of the meeting of the Council's Health and Safety Committee held on 17th January 2012 be received.

(c) Parish Councils Liaison Group – 25th January 2012

RESOLVED that the minutes of the meeting of the Parish Councils Liaison Group held on 25th January 2012 be received.

14. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RESOLVED that, in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, and after considering the public interest test as set out by the officer in the body of the report, Members agreed that the following items of business involved the likely disclosure of exempt information as defined in Paragraphs 2 and 3, and therefore, in accordance with Section 100A of the Act, the press and public be excluded from the meeting:

Agenda Item No. 6(a) – Bassetlaw CCTV Upgrade – Outcome of Tender Process (Key Decision No. 341) - Paragraph 3

Agenda Item No. 17(a) – Voluntary Early Retirement/Redundancy/Flexible Working and Flexible Retirement Exercise 2011/12 – Paragraph 2

Agenda Item No. 17(b) – Shared Service Working Arrangements with A1 Housing – Equalities and Diversity, Communications and PR – Paragraph 2

Agenda Item No. 18(a) – Proposed Sale of Land at Scrooby Road, Harworth – Paragraph 3

Agenda Item No. 19(a) – Modernisation and Improvement – Revenues and Customer Services – Paragraph 2

(Those Members present, i.e. Councillors A Chambers and S Fielding, were given permission to remain in the meeting by the Chairman.)

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

15. REPORT(S) OF THE CABINET MEMBER – COMMUNITY PROSPERITY – COUNCILLOR D R PRESSLEY

(a) Bassetlaw CCTV Upgrade – Outcome of Tender Process (Key Decision No. 341)

Members' approval was sought for the procurement of the Closed Circuit Television system upgrade following the completion of a formal tender process, which had been undertaken in partnership with Bolsover District Council. Bidders were encouraged to consider innovative and added value solutions, and the contract was advertised so that it could be accessed in future by any local authority in Nottinghamshire or Derbyshire, with no obligation on them to do so. The advantages of awarding the contract to the preferred bidder were outlined within the report. It was noted that the monitoring of the CCTV system is currently undertaken by Remploy under contract until May 2013.

Options, Risks and Reasons for Recommendations

Whilst it is possible not to agree to let this tender, this would involve the continued reliance on old monitoring equipment which will entail increased maintenance costs and will become increasingly unreliable.

RESOLVED that:

1. Thanks be recorded to officers for the work to date in the process.
2. The CCTV hardware and maintenance contract be awarded to TIS Ltd, on the basis of a five-year contract with the option to extend for two periods of up to 12 months each.
3. The saving of £15,000 be transferred to the Corporate Contingency Fund for 2012/13.
4. Officers investigate the possibility of providing CCTV for Harworth and Tuxford, and report back to a future meeting of Cabinet.

Other Decisions

18. REPORT(S) OF THE CABINET MEMBER – POLICY AND COMMUNITY ENGAGEMENT – COUNCILLOR S A GREAVES

(a) Voluntary Early Retirement/Redundancy/Flexible Working and Flexible Retirement Exercise 2011/12

Members were updated on staffing changes implemented under the corporate voluntary exercise, following the report to Cabinet on 4th October 2011. This resulted in: 2 voluntary redundancies; 17 voluntary redundancies with early retirement; 7 flexible retirements (reduced hours); and 2 flexible working (reduced hours). The implemented staffing changes were appended to the report. The exercise has successfully and smoothly progressed at final implementation stages to deliver long-term budget savings, in line with the original reported estimates. Final implementation outcomes indicate that repetition of the corporate voluntary exercise on an annual basis should be a worthwhile exercise.

Options, Risks and Reasons for Recommendations

Option One – To approve the commencement of a further voluntary exercise for 2012/13. This is recommended to achieve further cost savings.

Option Two – To not approve a further exercise for 2012/13.

RESOLVED that:

1. The final positive outcomes in terms of staffing changes and cost savings from the 2011/12 exercise be noted.
2. The 2012/13 exercise be approved, to commence later on in June 2012.

(b) Shared Service Working Arrangements with A1 Housing – Equalities and Diversity, Communications and PR

Members were updated on progress towards shared service working arrangements in the delivery of Equality and Diversity support to the Council and A1 Housing.

Members' approval was sought for the establishment of a shared Communications and PR Service between the Council and A1 Housing.

Options, Risks and Reasons for Recommendations

Option One – To note the report and approve the arrangements for joint working on Equality and Diversity, Communications and PR matters between A1 Housing and Bassetlaw District Council.

Option Two – Not to approve the arrangements for joint working on Equality and Diversity, Communications and PR. This will prevent the achievement of the costs savings for A1 Housing as outlined in the report and prevent a co-ordinated approach to the communication of housing matters to the public, Council tenants and elected Members.

RESOLVED that:

1. Thanks be recorded to Members of the Housing Options Working Group for their input, and officers for their work to date.
2. The arrangements for joint working on Equality and Diversity, Communications and PR matters between A1 Housing and Bassetlaw District Council, as outlined in the report, be approved.

17. REPORT(S) OF THE CABINET MEMBER – FINANCE AND PROPERTY – COUNCILLOR J EVANS

(a) Proposed Sale of Land at Scrooby Road, Harworth

Members' approval was sought for the disposal of an unused area of Council-owned land, approximately 1.8 acres, at Scrooby Road, Harworth, which is suitable for commercial development. A location plan was appended to the report.

Options, Risks and Reasons for Recommendations

Option One – To do nothing with the site, in which case the potential to generate a capital receipt would be lost and the Council would continue to incur costs in relation to maintaining the land.

Option Two – To sell the site and receive a capital receipt for a site that will be developed to create a retail opportunity for the District and a number of new jobs for the local community.

RESOLVED that the Property Manager be authorised to finalise terms for the sale of the site to Quora Developments at the agreed purchase price of £1.05m.

(Councillor J Evans declared a personal interest in the above item but remained in the meeting.)

18. REPORT(S) OF THE CABINET MEMBER – REVENUES, CUSTOMER AND SUPPORT SERVICES

(a) Modernisation and Improvement – Revenues and Customer Services

Members' approval was sought for a change to the management structure of the separate BDC Local Taxation and Benefits Units, i.e. to introduce a combined manager post.

The Leader of the Council acknowledged the innovative way that the Revenues and Customer Services continue to evolve.

Options, Risks and Reasons for Recommendations

Option One - To do nothing and maintain the existing structure and not realise the efficiencies stated. The salary saving, taken as part of the 2011 Star Chamber exercise, would then have to be revisited.

Option Two - To adopt the proposal and accept the proposed structures which will provide the basis for effective management of the Local Taxation and Benefits Service in challenging times.

RESOLVED that:

1. The proposed structures and job description, as detailed in Appendices 2 and 4 respectively of the report, be approved for consultation with staff and trade unions.
2. A further report be presented to the September 2012 meeting of Cabinet.
3. The saving of £10,456 for 2012/13, as detailed in Appendix 3 of the report, be retained in the Service to partially address the £24,100 vacancy provision.

19. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

As there was no other business to be considered, the Chairman closed the meeting, after thanking Members and officers for their attendance.