

CABINET (SBDC)

Meeting - 28 June 2017

Present: Mr Bagge, Mr Naylor, Mr Egleton and Mrs Sullivan

Apologies for absence: Mr Kelly

1. MINUTES

The minutes of the meeting of the Cabinet held on 25 April 2017 were received.

2. DECLARATIONS OF INTEREST

None.

3. FORWARD PLAN OF EXECUTIVE DECISIONS

The Cabinet received a copy of the working draft 28 day Notice and Forward Plan prepared in accordance with Regulation 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 setting out the key (and non-key) decisions the Cabinet was intending to make at public and private meetings.

The Cabinet also received a copy of the 28 day Notice setting out the key (and non-key) decisions the Chiltern and South Bucks Joint Committee were intending to make at public and private meetings.

RESOLVED that the 28 day Notices and Forward Plan be noted.

4. CABINET APPOINTMENTS

The Cabinet received a list of Cabinet appointments to be confirmed by Cabinet.

RESOLVED that

- a) the following Cabinet appointments be confirmed:

Representation on Joint Committees and other bodies:

Joint Waste Collection Committee

South Bucks representatives: 1 x (Cabinet Member) Luisa Sullivan

1 x (Non-Cabinet Member – cannot be a Member of O+S) - Vacant

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<u>Evreham Sports Centre Joint Management Committee</u>	
South Bucks representatives:	J. Jordan R. Sangster P. Kelly (Portfolio Holder)
Buckinghamshire County Representatives:	Require Confirmation from Bucks County Council Require Confirmation from Bucks County Council
<u>The South Buckinghamshire Members Advisory Panel</u>	
R. Bagge, M. Bradford, N. Naylor, T. Egleton, P. Kelly, L. Hazell and A. Walters	

Representation on Outside Bodies:

Outside Body	Representative[s]	Relevant Portfolio Holder	Officer Contact
Buckinghamshire Thames Valley Local Enterprise Partnership	Ralph Bagge	Leader	Bob Smith
Bucks Planning Group	Nick Naylor	Sustainable Development	Peter Beckford
Chiltern and South Bucks Strategic Partnership	Ralph Bagge Paul Kelly Nick Naylor Vacant	Leader	Rachel Prance
Colne Valley Park Community Interest Company	Luisa Sullivan	Environment	Chris Marchant
Country Parks and Green Spaces Liaison Group	Luisa Sullivan	Environment	Chris Marchant
Evreham Youth Centre Mgt Committee	Paul Kelly	Healthy Communities	Martin Holt
Groundwork South Trust Ltd	Luisa Sullivan	Environment	Simon Gray
Healthy Communities Partnership	Paul Kelly	Healthy Communities	Martin Holt
Heathrow Airport Consultative Committee	Nick Naylor	Sustainable Development	Tracy Farrell
Local Government Association	Ralph Bagge Nick Naylor [Deputy]	Leader	Bob Smith
L & Q Shires Neighbourhood Committee	Paul Kelly	Healthy Communities	Michael Veryard
Natural Environment Partnership	Luisa Sullivan	Environment	Chris Marchant
New Denham Minerals Liaison Group	Luisa Sullivan	Environment	Tracy Farrell
Padstones	Paul Kelly	Healthy Communities	Michael Veryard

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Outside Body	Representative[s]	Relevant Portfolio Holder	Officer Contact
	Wendy Matthews [Deputy]		
Park Lodge Farm Liaison Committee	Luisa Sullivan	Environment	Tracy Farrell
Pinewood Community Liaison Group	Ralph Bagge Malcolm Bradford Wendy Matthews Luisa Sullivan	Leader	Bob Smith
Thames Valley Police and Crime Panel	Trevor Egleton	Healthy Communities	Anita Cacchioli

b) and that delegated authority be given to the Chief Executive, in consultation with the Leader of the Council, to make any changes to Cabinet appointments

5. **SUPERFAST BROADBAND EXTENSION FUNDING**

The Cabinet received a report which asked Members to consider the allocation of £50,000 with equal match funding provided by Broad Band Delivery (BDUK), part of the Department of Media, Culture and Sport, to extend fibre infrastructure further. This would deliver access to superfast broadband to an estimated 100 more premises in the District than could be achieved without a contribution to the Connected Counties programme covering Buckinghamshire and Hertfordshire.

Having considered the report presented, the Cabinet were of the opinion that more detail on the proposal was required and thus agreed to defer consideration of the recommendation until the next meeting.

RESOLVED that consideration of the recommendation be DEFERRED until the next meeting of Cabinet so that more detail can be provided on the proposal.

6. **ANNUAL PERFORMANCE REPORT 2016/17**

The Cabinet received the annual performance report which outlined the performance of Council services against performance indicators and service objectives during the year 2016-17.

The Cabinet were pleased to note that the amount of long term sickness, whilst still an issue, was continuing to decrease. The Cabinet discussed the continuing issue of temporary accommodation.

RESOLVED that the report be noted.

7. **HEALTHY COMMUNITIES**

The Cabinet received the minutes of the Healthy Communities PAG held on 13 June 2017.

RESOLVED that the minutes be noted.

The following were the subject of a recommendation from the Portfolio Holder:

8. FOOD AND HEALTH AND SAFETY BUSINESS PLANS

The Cabinet received a report inviting comments on the following draft plans prior to them being submitted to Council for adoption:

- Joint Food and Health and Safety Business Plan
- Food Policy
- Health and Safety Enforcement Policy

The Cabinet were advised that the Overview and Scrutiny Committee had endorsed the draft plan and policies at its meeting on 22 June 2017.

Following a discussion during which the Cabinet indicated its support for the draft plans, Cabinet **RECOMMENDED** to Council that the following be approved subject to approval by Chiltern District Council;

- Joint Food and Health and Safety Business Plan;
- Food Policy; and
- Health and Safety Enforcement Policy.

9. JOINT HOUSING STRATEGY

The Cabinet were asked to consider and comment on the attached draft Joint Housing Strategy.

The current Housing and Homelessness Strategies for Chiltern District Council and South Bucks District Council were in need of being reviewed and updated in view of the current housing situation across the two districts and new statutory requirements that were coming into force.

The joint Member Housing Workshop on 3rd February 2016 highlighted a range of issues to be taken forward in the development of a joint strategy. The Joint Private Sector Housing Strategy and Joint Temporary Accommodation Framework have already been agreed by the Councils. The Joint Housing Strategy (Affordable Housing and Homelessness) would complete the picture and sit alongside these documents to provide the overall strategic framework for the Council's housing service.

The Cabinet were advised that the draft strategy would be amended to reflect Cabinet's comments and would then be subject to a six week consultation period. Following consultation, officers would collate responses and suggest any further amendments to the draft policy before submission to Cabinet for further consideration and then onto Council for adoption.

RESOLVED that

1. the draft Joint Housing Strategy (Affordable Housing and Homelessness) attached to the report be approved for consultation;

2. the Head of Healthy Communities be authorised to amend the draft to reflect Cabinet's comments; and
3. a 6 week consultation be undertaken (as required by the Policy and Budgetary Framework procedure rules)

10. **CORPORATE ENFORCEMENT POLICY**

The Regulators' Code, which came into statutory effect on 6 April 2014, requires the Council to have an enforcement policy explaining how it responds to regulatory non-compliance. With the majority of services now being shared across both Chiltern and South Bucks District Councils, the Cabinet received a report explaining that the opportunity had been taken to review the enforcement policies and draft a joint Corporate Enforcement Policy setting out the guiding principles of how regulatory services would engage with those they regulate.

The Regulator's Code is based on 6 broad principles and the Cabinet noted what was expected of the regulator in each of the 6 cases. The Cabinet also noted how the local authority would respond to non-compliance, one of the key actions required to ensure compliance with the Code.

The Cabinet were advised that the Overview and Scrutiny Committee had endorsed the draft policy at its meeting on 22 June 2017.

Following a discussion during which the Cabinet indicated its support for the draft policy, Cabinet **RECOMMENDED** to Council that the draft Joint Corporate Enforcement Policy for regulatory compliance and enforcement services be approved subject to Chiltern District Council also approving the policy.

11. **AFFORDABLE WARMTH STRATEGY**

The Cabinet received a report attaching a draft of the updated Buckinghamshire Affordable Warmth Strategy.

In 2009, the partnership produced a county-wide Affordable Warmth Strategy, which identified the geographical areas and communities most at risk of fuel poverty, the range of help and assistance available and set out an action plan to target the key causes of fuel poverty. In view of the many changes that have been made since 2009 an exercise had been carried out to update the Strategy to provide a clear direction and focus to the Council and its partners in targeting actions towards those residents most at risk of fuel poverty.

The National Energy Foundation was undertaking a six week consultation with key stakeholders, seeking comments on the strategy and the action plan. Stakeholders include the Citizens Advice Bureau, AgeUK, Children's Centres, Community Practice Workers, Clinical Commissioning Groups, voluntary and community groups such as Carers Bucks and Older People's Action Groups, and social landlords including Paradigm Housing and London and Quadrant.

The Cabinet welcomed the updated Strategy and accordingly

RESOLVED that the Head of Healthy Communities, in consultation with the Portfolio Holder for Healthy Communities, be authorised to adopt the final updated Buckinghamshire Affordable Warmth Strategy.

12. REVIEW OF AFFORDABLE HOUSING PAYMENTS

In 2011 the Cabinet approved the following 4 schemes to deliver affordable housing units through the use of commuted sums:

- a) The **Acquisition** programme delivered by L&Q, to buy back ex-social housing
- b) The provision of **Your Choice Equity Loans** delivered by Catalyst Housing.
- c) **Downsizing** – The ‘incentive to move’ scheme of approved funding.
- d) **Incentive to Purchase** –ceased in July 2016 due to limited take-up.

The Cabinet received a report providing an update on the delivery of each scheme and expenditure as at 30 April 2017 from the commuted sums allocation. The Cabinet noted from a table in the report that of the £8,877,438 received £3,650,778 remained uncommitted. The report went on to propose that the uncommitted sum be allocated for opportunities that arise in working in partnership with Registered Providers, other public bodies and or developer to deliver affordable rented properties on site or to purchase temporary accommodation to support homelessness service.

In the discussion which followed, the Cabinet indicated its support for the proposals which would ensure that the Council could continue to secure a supply of additional affordable housing and would be making the best use of all funding allocations that were using the Affordable Housing Contributions (commuted sums).

RESOLVED that

1. the Acquisition, Equity Loan and Downsizing schemes within the current allocated funding levels continue to operate; and
2. the £3.6M available from the Affordable Housing Contributions (commuted sums) be allocated for opportunities that arise by working in partnership with Registered Providers, other public bodies and or developers to provide grant funding to deliver affordable rented properties on-site or to purchase temporary accommodation to support homelessness services.

Note: Councillor Sullivan entered the meeting at 6.15pm.

13. FUNDING REQUEST FROM POP GOES THE CHOIR

To consider a request for funding from Pop Goes the Choir (PTGC) for £2,500 to perform at a Christmas market in France.

Following the advice of the PAG, who were not in support of the application, the Portfolio Holder had recommended to Cabinet that Pop Goes the Choir be provided with an amount of £1000 and that Pop Goes the Choir be advised to apply for other funding routes like Heart of Bucks and The Heathrow Community schemes/Lottery for the remaining amount.

However, having considered the request for funding, the Cabinet were not in support of providing any funding as Members were of the view that the application was linked to a Twinning event that did not support the local area and considered that this would set a precedent if supported. The Cabinet advised that other funding streams should be considered.

RESOLVED that the application from Pop Goes the Choir be refused and that Pop Goes the Choir be advised to apply for other funding routes like Heart of Bucks and The Heathrow Community schemes/Lottery.

14. PUBLIC SPACES PROTECTION ORDER

The Cabinet received a report containing a proposal to introduce Public Spaces Protection Orders (PSPOs) for South Bucks. PSPOs are one of a number of new powers introduced by the Anti-Social Behaviour, Crime and Policing Act 2014.

Using the new PSPO powers to replace current powers for dog fouling would enable standardised fines of £100 to be introduced and make it easier to understand as they would apply across the whole district. At present the offence of dog fouling is restricted to certain areas and controls are not in place to address other antisocial issues relating to responsible dog ownership. A PSPO would allow new dog control measures e.g. failing to put a dog on a lead when directed to do so by an authorised officer and allowing a dog into enclosed children's playgrounds or sports fields.

Having noted the costs of setting up a PSPO of an estimated £3K and considered the benefits, the Cabinet indicated its support for the proposal and accordingly

RESOLVED that

1. the current designated dog fouling areas be retained and further consultation be undertaken in relation to the introduction of Public Spaces Protection Order (PSPO).
2. consultation be undertaken on the introduction of a district wide PSPO to include the following dog control measures across the whole district under which the following actions would mean an offence is committed:
 - a- If a person in charge of a dog fails to clean up its faeces.
 - b- To fail to put a dog on a lead when directed to do so by an authorised officer.
 - c- To allow a dog into enclosed children's playgrounds.
3. the proposed Fixed Penalty Notice (FPN) fine be agreed at £100.
4. authority be delegated to the Head of Healthy Communities, in conjunction with the Head of Legal and Democratic Services, to publish appropriate PSPOs as a result of evidence being obtained and to make amendments to PSPOs as necessary.

15. **REPLACEMENT OF THEATRE FLOOR AT BEACON CENTRE**

The Cabinet considered the options detailed in the report for replacement of the Beacon Centre theatre floor and seating.

The theatre at the Beacon Leisure Centre was currently used as a multi-functional space used for theatre hire, event hire and a range of keep fit aerobic activities. Over many years the bleacher style seating has caused point loading damage to the floor area to such an extent that it was no longer repairable and requires replacement. Specialist advisors advised that the repaired floor was at significant risk of failing when a full load was applied to the bleacher seating. The bleacher seating also became bowed in its central area and for health and safety risk reasons deemed unsafe to use.

The Cabinet were advised that a semi-sprung floor would be required to safely provide high impact aerobic exercises. Specialist suppliers of seating have advised that bleacher seating would be compatible with a semi sprung floor providing the floor was designed to withstand the weight and point loading of the seats. Quotes to replace the floor ranged between £21,980 and £32,772. The cost to replace the bleacher seating would be between £30,556 for 162 seats and £53,793 for 208 seats.

The Cabinet noted that increasing hire charges and providing bleacher seating and a semi-sprung floor would allow GLL to expand their offer to customers and increase throughput and operating revenue. In deciding to replace the bleacher seating, officers would be required to retender the works to enable the appropriate floor to be installed to meet the requirements of the seating type. The quotes in Appendix 1 were for flooring without bleacher seating being installed.

In the discussion which followed, the Cabinet stressed the importance of ensuring that the chosen bleacher seating would be suitable for the semi-sprung flooring. With regards to the marketing of the venue, the Cabinet noted the need for theatre groups to support the use of the venue.

RESOLVED

- 1) that Bleacher seating on a Semi Sprung Floor be installed to enable the Beacon Centre to be used for theatre style events and meetings.
- 2) that tenders for the installation of Bleacher seating on a Semi Sprung Floor be sought and the Head of Healthy Communities be authorised to agree final costs in consultation with the Portfolio Holder for Healthy Communities.
- 3) to recommend that GLL raise the hire charges for Theatre events to enable reinvestment in to lighting and other equipment need.
- 4) that the marketing of the centre be improved to encourage wider community use of the theatre/events space.

16. **ENVIRONMENT**

The Cabinet received the minutes of the Environment Policy Advisory Group held on 19 June 2017.

RESOLVED that the minutes be noted.

17. **RESOURCES**

The Cabinet received the minutes of the Resources Advisory Group held on 15 June 2017.

RESOLVED that the minutes be noted.

The following were the subject of a recommendation from the Portfolio Holder.

18. **ESTABLISHMENT OF PROPERTY DEVELOPMENT AND MANAGEMENT COMPANY**

The Cabinet were presented with a report seeking approval for the business case for setting up a local authority trading company, focusing on Property Development and Management and agreement to the setting up of this company.

The Cabinet were advised that there was a robust business case, set out in appendix A for the establishment of a local authority trading company to develop and manage property in order to deliver a financial return to the Council. The company would also deliver wider beneficial impacts e.g. increasing housing supply and / or new commercial property.

The Business Case did not envisage that the Company would repay the Council loans. Instead the Council would continue to receive an interest return. The Council therefore would need to amend its Minimum Revenue Provision (MRP) policy to ensure that it did not have to set aside revenue each year to cover these loans. The amended Minimum Revenue Provision Policy was set out in appendix C.

The Company would be a private limited company, with SBDC as the sole corporate shareholder. The proposed Articles of Association were detailed in Appendix B. The primary aim of the company would be to develop and manage property in order to deliver a financial return to the Council.

South Bucks District Council (as Shareholder) would appoint (and dismiss) the Company Directors, whose role it would be to oversee the operation of the Company, ensuring it delivers its aim, whilst complying with all the legal and financial duties imposed on companies. As the requirements of Company Directors under the Companies Act could conflict with Members roles as elected members and representatives of their communities, it was proposed that the Chief Executive and the Director of Services be appointed as Company Directors. The Cabinet were advised the Members would oversee the company via the Shareholder role and that a strong Shareholder Agreement would facilitate effective Member oversight.

As it was intended for the Company to operate commercially in a competitive environment, it would be necessary for South Bucks District Council to implement a number of specific delegations in order to ensure quick decisions were able to be taken when appropriate.

The Cabinet supported the recommendations in the report and accordingly

RESOLVED that

- 1) the business case, as detailed in Appendix A, for setting up a local authority trading company, focusing on Property Development and Management be approved.
- 2) the establishment of a local authority trading company to allow the Council to exercise the power to trade contained in the Local Government Act 2003 and the Localism Act 2011 to facilitate income generation based on the Articles of Association detailed in Appendix B be approved. The Director of Resources to have the delegated authority to agree the final version of these.
- 3) the Chief Executive and the Director of Services be appointed as Company Directors.
- 4) the following SBDC delegations be approved:
 - The Director of Resources to have the authority to make secured loans to the trading company, up to the limits in the approved Company Business Plan.
 - The Director of Resources to have the authority to make unsecured working capital loans to the trading company, up to the limits in the approved Company Business Plan.
 - The Director of Resources to have the authority, following consultation with the Leader, to use any sums specifically set aside in the Council's Capital programme to purchase assets on receipt of a viable outline business case.
- 5) the matters set out in this report relating to the issue of affordable housing be noted, and that authority be delegated to the Director of Resources, in consultation with the Leader, to establish suitable arrangements to address those points.
- 6) authority be delegated to the Director of Resources to undertake any further actions to give effect to the contents of this report, in consultation with the Leader.

And further

RECOMMENDED to Council to adopt a new Minimum Revenue Provision (MRP) policy as detailed in Appendix C.

19. BATH ROAD DEPOT

The Cabinet received a report which discussed long term development opportunity at Bath Road Depot and set out possible options to acquire adjacent land plots. A site location map was attached as appendix A which detailed plots A and B as potential acquisitions.

In order to facilitate the redevelopment of the former depot site for an alternative use the Cabinet were advised that it would be necessary to appropriate the land for another purpose. The Local Government Act 1972 requires a formal decision to be taken but prior statutory consultation was not necessary for the present site. Land may be appropriated for another purpose if the Council is satisfied that it is no longer required for the purpose for which it is

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currently held. The depot site was no longer in use as a depot. The Council was able to appropriate the land for planning purposes as defined in the Town and Country Planning Act 1990 provided it was satisfied that such appropriation would contribute to the promotion or improvement of the economic, social or environmental well-being of the area.

In the discussion which followed, the Cabinet welcomed the proposal as it maximised development opportunity and accordingly

RESOLVED that

- 1) the Head of Environment [in consultation with the Portfolio Holder] be authorised to enter into discussions with the owners of the land identified in the report and to agree the terms of option agreements to purchase the land in due course;

And that

- 2a) the Head of Environment be authorised to appoint external consultants to carry out relevant surveys and initial design proposals; and
- 2b) approval be given for up to £28,000 of the existing approved capital budget to be used for this purpose, including the expenditure incurred to date.
- 3a) the Cabinet is satisfied that the Bath Road Depot site is no longer required for the purpose for which it is currently held; and
- 3b) in the light of 3a) above, the site be appropriated under section 122 of the Local Government Act 1972 for planning purposes as defined in the Town and Country Planning Act 1990 (as amended)

And further

RECOMMENDED to Council to make additional provision in the capital budget of £1,010,000 for the proposed acquisition of the land referred to in the report.

20. **STOKE POGES MEMORIAL GARDENS 4 MONTHS BRIDGING CONTRACT**

Cabinet received a report on the future provision of grounds maintenance services for both Chiltern District Council and South Bucks District Council.

The report informed Cabinet that the grounds maintenance contracts for both Councils were coming to an end and that a new all-encompassing contract for the Council's services jointly with Chiltern District Council would be to the Council's advantage, to which Cabinet agreed. The Cabinet noted that the Stoke Poges Memorial Gardens contract was to be made co-terminus with the other contracts.

RESOLVED that

- 1) the exemption to the Contract Procedure Rules approved by the Management Team as set out in the report be noted; and
- 2) authority be delegated to the Head of Environment, in consultation with the Portfolio Holder for Resources, to carry out the procurement and award the tender in accordance with Contract Procedure Rules.

21. **BAD DEBT WRITE OFFS**

The Cabinet received a report which set out a recommendation to write off of the non-recoverable debts detailed in the report and a request to make the current Temporary Housing Options Advisor a permanent post.

The Cabinet were asked to agree to write off the B&B debts set out in the report as they were not recoverable so were required to be written off. In the discussion which followed, Cabinet agreed with the concerns raised by the PAG that there was a lack of robustness in dealing with cases and that there was a real need to monitor the cases much more closely and be proactive to avoid arrears building up. The Cabinet were advised that an internal audit had been scheduled for July 2017 to review the overall B&B charging and payments procedure and to identify if further process improvements could be made.

The Cabinet were also asked to support the proposal to make the current Temporary Housing Options Advisor a permanent post. Cabinet were advised that given the volume of B&B cases and the challenging nature of some of these cases, it was likely that this additional support would need to continue for the foreseeable future and as such there was a need to make the current temporary Housing Options Advisor post a permanent post.

RESOLVED that

- 1) the write-off of the B&B debts referred to in the report be authorised; and
- 2) the request to make the current temporary Housing Options Advisor post a permanent post on the establishment be supported.

22. **SUSTAINABLE DEVELOPMENT**

The Cabinet noted that the meeting of the Sustainable Development PAG which was due to be held on 15 June 2017 was cancelled due to lack of business.

23. **ANY OTHER BUSINESS WHICH THE LEADER DECIDES IS URGENT**

None.

24. **EXCLUSION OF PUBLIC**

“that under Section 100A(4) of the Local Government Act 1974 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act ”

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|-------------|---|
| Paragraph 1 | Information relating to any individual |
| Paragraph 2 | Information which is likely to reveal the identity of any individual. |
| Paragraph 3 | Information relating to the financial or business affairs of any particular persons (including the authority holding that information). |

- Paragraph 4 Information relating to any consultation or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter raising between the authority or a Minister of the Crown employees of, or office holders under, the authority.
- Paragraph 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

25. ACADEMY REDEVELOPMENT TENDER

The Cabinet received a report which sought agreement to the approval of the preferred partner for the redevelopment of the Academy site as a public open space leisure facility. The report also sets out the risks and issues for the project and the next stages in the redevelopment timetable.

In the discussion which followed the need to explore the provisions in the Countryside Act 1968 was noted, as was the need to investigate whether a designation under the Act would be helpful for the site. Members agreed that going forward the project should be referred to as the Academy Country Park. The Cabinet thanked the Director of Resources for the comprehensive report which had been produced and all the work he had done in moving this important project forward.

RESOLVED

- 1) that PCS Parkwood be appointed preferred partner for the redevelopment of the Academy site.
- 2) that the final scheme design and decision to progress to submit a planning application, be delegated to the Director of Resources in consultation with the Leader and the Chairman of the South Buckinghamshire Panel.
- 3) that a budget for pre-construction costs of £200,000 be approved and funded from the overall income generated by the project.
- 4) to commit £80k from the Capital Programme budget for client monitoring costs, to be procured under the SCAPE framework.

26. HEALTHY COMMUNITIES - PART II

(a) Public Spaces Protection Order - Appendix 1

The appendix was considered in connection with minute 14.

27. **RESOURCES - PART II**

(a) Bath Road Depot

The report was considered in connection with minute 19.

(b) Stoke Poges Memorial Gardens 4 Months Bridging Contract

The report was considered in connection with minute 20.

(c) Bad Debt Write Offs

The report was considered in connection with minute 21.

The meeting terminated at 7.07 pm