

MINUTES of the MEETING of the
SOUTH DERBYSHIRE DISTRICT COUNCIL
held at Civic Offices, Civic Way,
Swadlincote on 6th November 2003
at 6.00 p.m.

PRESENT:-

Labour Group

Councillors Bambrick, Bell, Dunn, Harrington, Isham, Jones, Lane, Lauro, Mulgrew, Murphy, Pabla, Shepherd, Southerd, Southern, Stone, Taylor, Whyman, M.B.E. and Wilkins.

Conservative Group

Councillor Bale (Chair) and Councillors Atkin, Bladen, Ford, Harrison, Mrs. Hood, Hood, Lemmon, Martin, Nalty, Mrs. Renwick, Shaw, Mrs. Walton and Mrs. Wheeler.

APOLOGIES

Apologies for absence from the Meeting were received from Councillors Mrs. Mead (Vice-Chair), Carroll and Richards (Labour Group) and Councillor Mrs. Hall (Conservative Group).

The Chair reported that Mrs. Mead was currently unwell and Members expressed their best wishes for a speedy recovery.

CL/69. **MINUTES**

The Open Minutes of the Meeting of the Council held on 25th September 2003 (Minutes Nos. CL/53 - CL/65) were taken as read, approved as a true record and signed by the Chair.

With regard to Minute No. CL/56 concerning the LIFT Project, the Leader of the Council advised that the Council had now been requested to appoint a representative to the LIFT Project Board and this would be considered later in the Meeting.

With regard to Minute No. CL/58 relating to Members being provided with details of the number of Council houses within each Ward, the Chair of the Housing and Community Services Committee advised that this would be undertaken when all boundary amendments to the new Wards had been completed.

With regard to Minute No. CL/58 concerning the Investors in People Award, the Chief Executive confirmed that a list of items associated with this Award had been received and the Council's letterhead now included details of this accreditation.

CL/70. **CHAIR'S ANNOUNCEMENTS**

The Chair outlined his various visits during the previous six weeks, which included a visit to Granville School in connection with Local Democracy Week, a Civic Visit to Toyota, a Choral Concert at Chatsworth, the official

openings of Connexions and the YMCA Shop in Swadlincote and a visit to the House of Commons on 5th November. Earlier in the day, the Lord Lieutenant had been in Swadlincote to view the exterior renovations to buildings on Church Street and Hill Street.

Future events included a Charity ‘Last Night at the Proms’ Concert at Gresley Old Hall on 6th February 2004, the Civic Dinner on 20th March 2004, a Caribbean Charity Evening on 7th May 2004 and the Charity Golf Competition on 21st May 2004. The Chair reminded Members that Christmas cards and novelties in aid of the County Air Ambulance Appeal were on sale after the Meeting and also in the Main Reception of the Civic Offices on 25th November 2003.

CL/71. **LEADER’S ANNOUNCEMENTS**

The Leader referred to the recently published report on the processing of Benefits, which revealed that this Council was the best performing Authority in the Country in respect of several aspects. Accordingly, the Leader endorsed the work of the team concerned which was acknowledged by other Members.

The Leader referred to the recent visit by BBC News to the Council’s permanent gypsy site at Foston, which had been considered to be an exemplary site and a model example for making permanent provision for gypsies.

It was reported that seventeen authorities in England and Wales had been nominated for an Exemplar Award in connection with implementing E-government, including this Authority. A delegation would attend the awards ceremony in London shortly.

The Leader referred to the recent felling of several trees at Church Gresley in connection with the major residential development by David Wilson Homes Ltd and Councillor Southerd elaborated on the subject, advising that this was never envisaged on the grant of planning permission. It was hoped that a solution could be reached with the Company to ensure that no more trees would need to be felled.

CL/72. **MEMBERS’ ALLOWANCES**

Dr. Declan Hall, the Chair of the Independent Remuneration Panel together with Panel members Paul McGregor and George Tansley attended the Meeting for this item and Dr. Hall presented the report of the Panel, containing various recommendations. Members also received an accompanying report detailing the financial implications.

Members expressed their gratitude to the Panel for the courteous approach adopted whilst interviewing Members. The Leader advised that his Group accepted the report in full but however, affordability was paramount. In this regard, he reiterated the Council’s commitment to staff under the current Recruitment and Retention exercise to retain service levels together with a commitment to small levels of Council Tax increases. Accordingly, he expressed a wish to phase in the recommendations over a period of four years and this approach was endorsed by the Leader of the Opposition Group.

RESOLVED:-

(1) That the level of basic allowance with effect from 15th May 2003 be fixed in the sum of £4,000 per annum.

(2) That the following posts be remunerated with special responsibility allowances with effect from 15th May 2003, as indicated:-

	£
Leader of the Council	13,196
Deputy Leader of the Council	7,258
Chairs of Policy Committees (x 3)	6,598
Vice-Chairs of Policy Committees (x 3)	1,649
Chair of Development Control Committee	6,598
Vice-Chair of Development Control Committee	1,649
Chairs of Scrutiny Committees (x 2)	5,278
Vice-Chairs of Scrutiny Committees (x 2)	1,320
Leader of Opposition	6,598
Deputy Leader of Opposition	1,649
Chair of Standards Committee	1,320
Co-opted Members (x 4)	206

(3) That the basic allowance and special responsibility allowances be increased by the annual local government pay percentage increase agreed each April (linked to spinal column point 49 of the NJC Scheme) plus a further 6.6% for the next three years to move towards the Panel's recommendations in terms of these allowances, subject to an option being reserved within the Scheme to move towards the Panel's recommendations at a revised rate, dependent upon the Council's resources in future years.

(4) That, at this stage, Members be not eligible to join the Local Government Pension Scheme, although the Council retains the option to review this on the grounds of affordability.

(5) That the Council adopts a Dependent Carers' Allowance for Members with dependants.

(6) That, for travel on approved duties, Members' mileage rates be based on Officer Casual User rates.

(7) That the Subsistence Allowance for attending approved duties within the Authority be discontinued.

(8) That the remaining recommendations contained in the report of the Panel be approved and adopted.

(All Members present declared interests in this matter but, in accordance with clause 10 (2)(g) of the Members' Code of Conduct, regarded themselves as not having a prejudicial interest as the matter related to a function of the Authority in respect of an allowance or payment made under Sections 173 to 176 of the Local Government Act 1972 or Section 18 of the Local Government and Housing Act 1989.)

CL/73. **REPORTS OF COMMITTEES**

RESOLVED:-

That the Open reports of the following Committees be received and noted and any recommendations contained therein be approved and adopted, subject to any matters annotated:-

Community Scrutiny Committee (Special), 29th September 2003 (Minute No. CYS/26)

Corporate Scrutiny Committee (Special), 30th September 2003 (Minute No. COS/25)

***Environmental and Development Services Committee, 2nd October 2003 (Minutes Nos. EDS/28 - EDS/40)
(Minute No. EDS/30(a), East Midlands Airport – it was reported that a draft report in connection with the Economic Development Strategy for East Midlands International Airport had been received which would be reported to the Special Meeting of the Council on 27th November 2003. Proposals had also been received relating to a compensation and mitigation scheme.)***

(Councillors Harrington and Whyman declared personal interests in this matter.)

(Minute No. EDS/32, BT Public Payphone Review – Councillor Harrison expressed concern at the implications of the proposals in Melbourne and enquired as to the possibility of requesting BT to reconsider the matter.

Minute No. EDS/33, Public Speaking at Development Control Committee – Members discussed the implications of the introduction of public speaking at the Development Control Committee and noted that this matter would need to be addressed in due course.)

Corporate Scrutiny Committee (Special), 6th October 2003 (Minutes Nos. COS/26 – COS/27)

(Minute No. COS/26, CPA Reality Checks Relating to Benefit Fraud – Councillor Mrs. Wheeler reiterated the congratulations to the staff within the Benefits Section for their efforts referred to in the Leader's report.)

Development Control Committee, 7th October 2003 (Minutes Nos. DC/51 – DC/59)

Housing and Community Services Committee, 9th October 2003 (Minutes Nos. HCS/44 – HCS/54)

(Minute No. HCS/49, Environmental Education Officer Post – Councillor Mrs. Wheeler enquired as to the progress on funding by the County Council towards this post and the Chair of the Committee agreed to advise Councillor Mrs. Wheeler of any progress in due course.)

Finance and Management Committee, 16th October 2003 (Minutes Nos. FM/46 – FM/54)

(Minute No. FM/52, York Consulting Report – the Chair of the Committee advised that the Asset Management Plan had recently been assessed as ‘good’ by the Government Office and extended his congratulations to the Economic Development Officer and his staff for their efforts.)

Community Scrutiny Committee, 20th October 2003 (Minutes Nos. CYS/27 – CYS/33)

Corporate Scrutiny Committee, 27th October 2003 (Minutes Nos. COS/28 – COS/34)

Development Control Committee, 28th October 2003 (Minutes Nos. DC/60 - DC/63)

Overview Committee, 3rd November 2003 (Minutes Nos. OV/16 - OV/19)

CL/74. **SEALING OF DOCUMENTS**

RESOLVED:-

That the Sealed Documents listed at Annexe SMB1 to the Signed Minute Book, which have no specific authority, be duly authorised.

CL/75. **REVIEW OF THE SCORING SYSTEM FOR SERVICE DEVELOPMENTS AND CAPITAL PROJECTS**

Members considered a report of the Corporate Scrutiny Committee which outlined the results of a review of the scoring system for Service Developments and Capital Projects and made recommendations to link the scoring system more closely to the Council’s Key Aims and the community’s priorities. At its Meeting held on 16th October 2003, the Finance and Management Committee had referred the matter to the Council for consideration.

The present scoring system had been in place since the 2001/02 budget process. All bids for new service developments (revenue spending) and capital projects were made on a standard proforma. A Member Panel scored the bids against several criteria and the results were then considered by the Service and Financial Planning Working Panel, which reviewed the bids prior to making recommendations to the Finance and Management Committee. Bids were made in October/November each year and also in June/July, subject to the availability of resources. Members were also invited to make proposals in the context of their consideration of new Service Plans for the forthcoming year. The Corporate Scrutiny Committee had recognised that the current system had several benefits but considered that too much emphasis was given to financial considerations at the expense of the Council’s wider priorities, as reflected in the Key Aims of the Corporate Plan.

With the assistance of Officers, the Corporate Scrutiny Committee had developed a revised scoring system which gave more weight to the Council’s priorities and incorporated the new important area of risk management. The revised system and explanatory notes were attached for Members’ consideration. It was noted that proposals to review and roll forward the Corporate Plan may lead to changes in the list of primary and secondary Key Aims. The new Corporate Plan would now cover a three year period and

provide clear guidance on the Council's priorities. The Committee considered that these changes would help to ensure that the resources made available for Service Developments and Capital Projects were directed to the Council's priorities. However, it planned to review the operation of the system at the end of the budget process to confirm its relevance and effectiveness.

RESOLVED:-

- (1) That the revised scoring system for Service Developments and Capital Projects, as detailed in the Annexe to the report, be approved and adopted.***
- (2) That the intention of the Corporate Scrutiny Committee to undertake a post-implementation review of the revised system after the 2004/05 budget process be noted.***

CL/76. **CONSULTATION PAPERS – ELECTORAL PILOT SCHEMES**

It was reported that the following consultation papers had been received and circulated separately to Members:-

- (a) European Parliamentary and Local Elections 2004: The Location of Electoral Pilot Schemes (issued by the Electoral Commission).
- (b) Electoral Pilots at the Combined European Parliamentary and Local Elections June 2004 (issued by the Office of the Deputy Prime Minister [ODPM]).

Responses were required to the Electoral Commission by 12th November 2003 and to the ODPM by 19th November 2003.

With regard to consultation paper (a) above, it was reported that on 17th September 2003, the Government had announced its intention to introduce legislation to allow for pilot schemes to be held at the 2004 combined elections and published the European Parliamentary and Local Elections (Pilots) Bill. The Government had indicated that it wished to hold three all-postal pilots, and for one of these pilots to also include internet and telephone voting. The Commission had been asked to recommend which regions were most suitable for these pilots.

If the provisions in the Pilots Bill were approved by Parliament, and the Government made Orders under the powers provided for in the Bill, the involvement of individual local authorities in the specified pilot regions would not be voluntary, nor would there be any scope for any political leaders in the region to object. The European Parliamentary Election throughout any specified region would be run as a pilot scheme. If a pilot scheme was held in a European Parliamentary region within which local elections were also being held in 2004, the pilot arrangements would also apply at those local elections.

The Pilots Bill precluded the Commission from recommending a pilot in London or Northern Ireland. In addition, the Bill precluded selection of the region that was to be combined with Gibraltar for the purpose of European Parliament elections. The Commission had proposed to the Government that this should be the South West, and it was understood that the Government

intended to lay this proposal before Parliament shortly. For the purpose of this consultation paper, however, the Commission had not yet formally excluded the South West as the decision had yet to be ratified by Parliament.

The Government had not asked the Commission to recommend the detailed form that the all-postal and electronic voting pilot schemes should take. Instead, having had regard to the Commission's recommendations following the May 2003 pilots programme, the Government had set out the proposed form of pilots in its own consultation paper. As well as seeking views on the format of the pilot schemes, the Government's paper outlined the likely timetables and funding arrangements for the pilots as well as arrangements for publicity and support.

With regard to the consultation paper (b) above, the Bill to provide the necessary statutory powers for piloting had been introduced to Parliament by the Secretary of State for Constitutional Affairs, who had written jointly with the Minister for Local and Regional Governance to the Electoral Commission to ask the Commission to recommend where pilots should be held. This consultation paper sought views from local authorities and other interested parties on the proposed arrangements for piloting.

The Chief Executive advised that at a recent meeting in Northampton of Local Returning Officers, it was revealed that as only six authorities in the region were holding local elections at the same time, the East Midlands region was likely to be appointed to hold a postal pilot.

RESOLVED:-

That the consultation papers be noted.

CL/77. **SOUTH DERBYSHIRE LOCAL STRATEGIC PARTNERSHIP - REPORT ON PROGRESS**

Members received a report on progress made to date on the establishment of the Local Strategic Partnership, together with the preparation of the Community Strategy.

An initial Forum Event for key stakeholders was held on 6th October 2002, when it was agreed that a Business Planning Group (BPG) be established. The recommendations of the BPG were debated at a Forum Event on 11th June 2003, when a draft Constitution for the Partnership was agreed, which established the Shadow Board to oversee the initial operation of the Partnership. It was also agreed that there should be an AGM of the Partnership during the Autumn and the Forum explored how to build an effective partnership and gave initial consideration to issues for inclusion in the Community Strategy. There were 24 places on the Shadow Board, with six representatives from each of the four sectors (Local Authorities Sector, Other Public Sector, Private Sector and Voluntary/Community Sector). Appointments from each sector had been made through a mixture of elections and nominations and Chief Superintendent Tony Hurrell had been elected Chair and Councillor Whyman elected Vice-Chair. The District Council was the accountable body for financial and secretariat purposes. The Shadow Board had met monthly since July and meetings had been well attended by partners across all sectors.

The main areas of work for the Shadow Board were outlined and the Forum's Annual General Meeting was held at the Bretby Conference Centre on 24th October 2003. The draft Constitution was approved and the Partnership was now formally operational. The AGM had also provided the platform for the launch of the Community Strategy Brief which set out the programme for its preparation. During the next twelve months, the Partnership faced several important challenges, as follows:

- Developing the 'capacity' of the Partnership Board (in terms of effective team working).
- Ensuring that the Partnership was properly resourced and was sustainable in the long term.
- Developing an effective communications strategy so that local people and organisations were fully informed about the work of the Partnership.
- Progressing the development of the Community Strategy through processes which involve and engage local people and groups, and which reflect the needs and aspirations of local people.
- Working together to provide services and facilities that make a difference to local people.

There would be financial and staffing implications associated with the Council's support of the Local Strategic Partnership. The costs would need to be met by the key partners, including the Council, and discussions were currently being held with the Police, the Health Service and other key players in the Partnership. If there were any increased financial implications for the Council, these would be developed through the 2004/07 budget process.

RESOLVED:-

- (1) That progress on the establishment of the South Derbyshire Local Strategic Partnership be noted.***
- (2) That details of the representatives on the Board together with their sectors be provided to all Members of the Council.***

CL/78. **IMPLEMENTING ELECTRONIC GOVERNMENT 3 STATEMENT**

Members were reminded that in 2001, the Government had requested all councils to prepare an Implementing Electronic Government (IEG) Statement, setting out their plans for delivering 100% of their services electronically by December 2005, where possible. This Council submitted its first Statement in July 2001, which was considered satisfactory and the Council was then awarded £200,000 of Government finance in 2002/03 to contribute towards its plan. The second Statement was submitted in October 2002, which was again considered satisfactory and a further sum of £200,000 was awarded in 2003/04 to contribute towards the Council's plan.

To date in 2003/04, milestones had been achieved in projects relating to e-payments, the Financial Management System, Revenues and Benefits Consortium, Customer Relationship Management, off-site working, National Land and Property Gazetteer and Planning and Land Charges. The Government had requested all councils to review their Strategies again and this review was designed to demonstrate how councils would achieve the

targets for delivering 100% of targeted services electronically by December 2005.

The IEG 3 Statement had to be submitted to the Office of the Deputy Prime Minister by 11th November 2003 and the reasons for the importancy of the Statement were outlined to Members.

Members considered a copy of the IEG 3 Statement and the Chief Finance Officer outlined several proposed changes concerning the inclusion of a website link, an upgrade in bus passes and the provision for 'SMART' cards. Members also confirmed the Council's financial commitment to the Derbyshire Partnership, through future IEG resources.

RESOLVED:-

That the IEG 3 Statement be approved with the amendments outlined and submitted to the Office of the Deputy Prime Minister.

CL/79. **PROPOSALS TO DEVELOP IMPROVED PRIMARY AND COMMUNITY HEALTH CARE SERVICES IN ASHBOURNE AND SWADLINCOTE – CONSULTATION DOCUMENT**

It was reported that a formal consultation document had been received from Derbyshire Dales and South Derbyshire Primary Care Trust (PCT) on proposals to develop improved primary and community health care services in Ashbourne and Swadlincote. The PCT also proposed to extend some existing services and provide some other completely new services and a copy of the full consultation document had been previously circulated to all Members. The main points of the document relating to the Swadlincote area were now considered and it was advised that the PCT was proposing to increase the quality and quantity of health services locally, mainly through the creation of a Primary Care Centre in Swadlincote to provide a range of health, social care and voluntary sector services at one location.

The PCT proposals would establish a platform for long term development of health care services and existing health buildings would be replaced with a purpose designed building to enable staff to deliver services in a high quality environment. The opportunity to undertake this had been created by a new capital funding mechanism introduced by the Government called Local Improvement Finance Trust (LIFT). The consultation document explained the background to the PCT's proposals, described the details and the development of the proposals and advised on how to comment.

The background to the proposal was outlined and it was reported that the PCT proposed to establish a Centre in Swadlincote on the site of the present Health Clinic and the adjacent former Ambulance Station, to provide substantially improved facilities. The PCT planned to extend some existing services and to provide some completely new services. Details of existing services on which comments and views had been requested related to general practitioners, nurse clinics, dental services, family planning and pharmacy. Additional services proposed, arising from informal public consultation and stakeholder events, related to a minor injuries unit/walk in centre, X-ray investigations, social services, voluntary services and teenage services. The PCT had specifically requested Members' views as to whether these potential new services listed should be introduced as part of the new Centre.

Other issues considered in the consultation document included travel to the new Centre, car parking, facilities for users of the Centre, evening work, information systems/information point and additional jobs.

The indicative timetable for developments for services in Swadlincote was on an outline basis at this stage. Some new services were dependent on the construction of the new Centre, pending the detailed design work by the LIFT partner. Other services would be phased in before and after the construction period. The PCT had emphasised that the proposals were designed to lay the foundations for the long term development of services. The consultation period ended in November 2003, the construction of the new Centre would commence during mid-2004 and by late-2004, some of the services would be phased in. By mid-2005, the construction of the Centre would be completed and other new services phased in. During the period from 2005 – 2008, other new services would be phased in, as appropriate, to local population developments.

The PCT had already taken final decisions in relation to this Centre in the Swadlincote area:-

- (a) To improve primary and community health services.
- (b) To promote better physical facilities for local people through the construction of a Primary Care Centre.
- (c) To provide services in partnership between primary care, community care, hospital services, social services and the voluntary sector.

It was reported that a letter had been recently received from Southern Derbyshire LIFT requesting a Member to be nominated to the LIFT Project Board.

RESOLVED:-

(1) That the following views and comments on the consultation document be submitted to the Derbyshire Dales and South Derbyshire Primary Care Trust:-

- (a) The Council welcomes the proposals to develop and improve primary and community health services, together with the wide ranging consultation undertaken to support the proposals.**
- (b) The Council looks forward to further dialogue with the PCT to ensure that the health needs of the rapidly growing population of the District are met.**
- (c) The Council suggests that the Primary Care Centre in Swadlincote should be allocated a name and identity separate from the town where the Centre is located. Bearing in mind that the Centre is to provide health care services for the wider community, it should not be perceived as a health care facility only for the people of Swadlincote or the urban core and therefore, the Centre should be allocated a name which all the local communities in both the rural and urban areas can identify with.**

- (d) ***The proposed provision of a Minor Injuries Unit arising from informal public consultation and stakeholder events should be reconsidered by the PCT.***
 - (e) ***The proposals for teenage health services provided as a distinctive service operated by other agencies at a site other than the Centre be supported.***
 - (f) ***The PCT should consider the additional provision of a Dialysis Service within the proposals to be provided locally at the Centre.***
 - (g) ***The PCT should be mindful of the sensitivities of voluntary sector partners when deciding which voluntary sector health services are based at the new Centre.***
- (2) That Councillor Southerd be appointed as this Council's representative on the LIFT Project Board.**

(Councillors Murphy and Wilkins declared prejudicial interests in this matter and withdrew from the Meeting during the consideration and determination thereof. Councillor Lemmon declared a personal interest in the matter.)

CL/80. **COMPREHENSIVE PERFORMANCE ASSESSMENT – UPDATE ON PROGRESS**

Members received a further report outlining progress and preparations for the Council's first Comprehensive Performance Assessment (CPA). Good progress had continued to be made and since the last report to the Council, the CPA Working Panel had met twice on 8th and 29th October 2003 to oversee the preparations and progress key areas of work. Further Meetings of the Panel were also scheduled during November.

A seminar had been held for all Members on 30th September 2003 to discuss the Peer Challenge report and discuss the emerging issues in the Corporate Self Assessment and the Thematic Reviews. Reports had also been submitted to the October cycle of Policy and Scrutiny Committees on the Thematic Reviews/External Assessments and employees had been advised of progress through the Joint Negotiating Group and Team Briefings. The information required by the Benefit Fraud Inspectorate had been submitted, which involved the completion of a questionnaire, the compilation of background information on answers to the questionnaire and an assessment of the Council's services against 500 service standards. The collection of supporting material for the Auditors' Scored Judgement had commenced and a meeting had been held with parish councils on 4th November 2003 to discuss CPA, planning issues and opportunities for joint working.

One of the main areas of work related to the development of a new Corporate Plan. Members were reminded that the Council had agreed its first Corporate Plan in November 2001 and in January 2003, the Plan had been reviewed and rolled forward to cover the year ending March 2004. The current review was of particular significance due to the need to produce a three year plan, reflect the emerging themes of the Community Strategy and incorporate improvement proposals arising from the CPA work. In previous years, there had been a lack of clarity about the contents of the Plan and the arrangements for its production. To remedy this situation, the Project Brief had been prepared which set out the scope, content and format of the Plan

together with the timetable for its production. A copy of the Brief agreed by the CPA Working Panel was provided to Members.

The Council had recently received a pack from the Audit Commission containing details of the forthcoming inspection together with an accompanying letter, which advised of several important milestones leading up to the inspection. The submission of the self-assessment was required by 3rd December, the Inspectors would undertake a tour of the District on 12th January 2004 followed by a discussion on their early impressions and the Inspectors would be on site during the week commencing 19th January 2004. The requirements set out by the Audit Commission were as expected and arrangements were in hand to meet the deadlines. As part of the process, there would also be a meeting between the Leader, the Chief Executive and the Inspection Team Leader to discuss the inspection process on 20th November 2003.

The next stages in the preparations involved finalising the CPA submission and the new Corporate Plan, preparations for the inspections, developing a Communications Strategy to ensure that internal and external stakeholders received information on the inspection process and its outcomes and arranging a meeting with key partners to outline the contents of the CPA Submission and the Corporate Plan.

RESOLVED:-

That the progress report be noted.

CL/81. **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part 1 of Schedule 12A of the Act as indicated in the reports of Committees.

MINUTES

The Exempt Minutes of the Meeting of the Council held on 25th September 2003 were duly received and approved.

REPORTS OF COMMITTEES

The Exempt reports of the following Committees were received and noted and any recommendations contained therein approved and adopted:-

Environmental and Development Services Committee, 2nd October 2003

Housing and Community Services Committee, 9th October 2003

Finance and Management Committee, 16th October 2003

M.J.P. BALE

CHAIR