

Minutes

Overview and Scrutiny Committee

21st October 2010



Councillors	Present	Councillors	Present
J. Baugh	Yes	A. M. Meyer	No
G. Cohen	Yes	R. Ramage	Yes
M. Dunn	Yes	D. E. A. Rice	Yes
Dr. R. L. Evans	Apologies	A. F. Shelton	Yes
M. Gage (Chairman)	Yes	Mrs. J. Smith	Yes
J. E. B. Gyford	Yes	F. Swallow	Apologies

The following Members and Officers were also in attendance for item 5 of the Agenda concerning Budget Scrutiny.

Cllr. G. Butland, Leader of the Council
Cllr. N. Harley, Deputy Leader

Mr. C. Fleetham, Head of Finance

Cllr. Mrs. J. Beavis, Cabinet Member for Customers and Community Support also attended for this item.

28. DECLARATIONS OF INTEREST

INFORMATION: There were no interests declared.

29. MINUTES

DECISION: That the minutes of the meeting of the Overview and Scrutiny Committee held on 1st September 2010 be approved as a correct record and signed by the Chairman.

30. QUESTION TIME

INFORMATION: There were no questions asked or statements made.

31. BUDGET SCRUTINY

Cllr. Gage the Chairman welcomed Cllrs. Butland and Harley to the meeting, and also Chris Fleetham the Corporate Director.

This was the opening budget scrutiny session focussing on the overall budget criteria under the headings of budget assumptions; shape and size of the budget; budget priorities and

resources.

The Committee had before it the following papers:-

- The Medium Term Financial Strategy (MTFS) – Update submitted to Cabinet on 13/9/10;
- Summary Extracts from the Base Budget;
- Current staffing costs and resource levels within service areas, and where the major areas of spend arise;
- Comparative unit costs;
- Paper identifying services as statutory, discretionary or mandatory.

There were a number of set questions and answers were given as follows:-

A. Assumptions

(1) What do you expect the state of the British Economy to be in the year 2011/12?

Answer by Cllr. N. Harley

There are a number of pros and cons in relation to the British Economy.

Pros: the UK has an enterprise culture; there are a number of world class companies; there is relative labour flexibility; the city of London remains an enormous revenue generator for the country; there is currently a relatively weak £ which will assist exporters; there are huge opportunities in emerging markets.

Cons: the state of the public finances; loss of jobs in the public sector which will have a knock-on effect in the private sector; the issue of whether there are going to be enough jobs created in the private sector; the failure of the banks so far to provide adequate support to small and medium sized enterprises; relatively low productivity rate; small manufacturing base; huge regional imbalances in the UK; possible slow rate of growth in the economy.

On a global basis, however, UK plc is probably in better shape than some countries.

Supplementary Question by Cllr. J. Gyford

Would you care to comment on the television interview that took place with former chancellor Nigel Lawson this afternoon concerning the Chancellor's recent spending review statement, where he stated that it was very much like a replay of the 1980's with 3m unemployed and that would be a good thing because it would all sort itself out in the end. Do you share that view?

Answer by Cllr. N. Harley

I did not see the interview in question. Unemployment is a hard one to call. It does depend on the ability of the private sector to create further jobs to compensate for those lost in the public sector. I would not take such a pessimistic view as the ex-chancellor.

Supplementary Question by Cllr. J. Baugh

As regards growth in the economy, do you see any particular beneficial variations regarding this District or region?

Answer by Cllr. N. Harley

Unemployment in this District is slightly higher than it is in the rest of Essex, but we do have some good local businesses in this District. We have lost some of our manufacturing base, but what's left has been performing reasonably well. I do think the authority should encourage inward investment into the District. There is a high level of commuters in the District, but people spend their money in the District and that helps the overall economic well being.

Supplementary Question by Cllr. R. Ramage

In relation to the failure of the banks to support small and medium sized businesses, do you feel that the underlying reason is the lack of sufficient confidence in the economy?

Answer by Cllr. N. Harley

This may be a factor. If banks are lending to businesses they will have the confidence to hire people.

(2) What level of income have you anticipated from all fees and charges, receipts from Council Tax, the base tax level for a schedule D band property, and inflation on costs?

Answer by Cllr. G. Butland

The ramifications of yesterday's spending review statement by the Chancellor are still being digested.

The level of anticipated income from fees and charges is set in Appendix B of the MTFS update as £3.967m which is based on an increase of 2%.

The income anticipated from Council Tax rises by only £44000 which is based on a 0% increase in Council Tax, but a slight increase in the Council Tax base of 0.5%.

We will need to consider the Government's intentions regarding the Council Tax freeze. My understanding is that Councils that freeze their Council Tax for 2011-12 will have the resultant loss to their tax base funded at a rate of 2.5%. This would result in the Council receiving a total of £217,000 for 2011-12 which would be paid to the Council in monthly instalments. We are seeking clarification in respect of subsequent years of the spending review period.

The base tax level for a schedule D band property would remain at £162.81.

Inflation on costs total £105,630 which is based on an increase of 2%.

Supplementary question by Cllr. Cohen

As regards the item on the pension fund deficit, are these figures definite?

Answer by Cllr. G. Butland/Chris Fleetham

We are still awaiting the final outcome of the actuarial adjustment. There has been a meeting between the actuaries and Councils, and they are looking at different ways of valuing the fund. The actuaries are suggesting that the pension fund should have enough funds to meet its debts within 30 years – in the past it has been 20 years. Therefore Councils should not have to increase the amount they are currently paying. It may prove to

be that the provision of £170,000 each year from 2011/12 to 2013/14 and £200,000 in 2014/15 may not be necessary. However, we are still awaiting confirmation.

Supplementary question by Cllr. J. Gyford

As regards the Council Tax freeze and the resultant £217,000 addition to the Council Tax base, that might be regarded as a sort of carrot or a recompense. Do we yet know whether there are any sticks as well as carrots?

Answer by Cllr. G. Butland

We are not aware of any at present. However, we will want to know what the ongoing position is in years 2, 3 and 4, because that will be particularly important.

The Council Tax freeze does not apply to Town/Parish Councils precepts.

Supplementary question by Cllr. G. Cohen

As regards income from accommodation, there is a provision for one year for looking after Mayland House, but can you comment as to why there is no provision for any income?

Answer by Chris Fleetham

We have not made provision for income at this stage. We are looking at the possibility of renting and also the possibility of selling the asset. Initially, we have been looking to cover the costs of the building.

Supplementary question by Cllr. R. Ramage

Can you clarify the item regarding Causeway House rental income and why the figure changes from year to year?

Answer by Chris Fleetham

The profile was compiled in that way because previous discussions with the County Council indicated that it was proposing to move its staff into Causeway House over a period of time, and the profile indicates how the income would be generated over that period. However, we are still negotiating with the County Council as to whether we will simply rent the whole of the top floor to them from a certain date.

Supplementary question by Cllr. R. Ramage

In relation to Mayland House, are we in a situation where the building has been emptied and costs in relation to business rates reduced?

Answer by Cllr. G. Butland/Chris Fleetham

We have been moving furniture from Mayland House. The top floor has been completely emptied and we are claiming business rate relief in respect of that floor. We shall shortly clear the second floor as well, although some storage at Mayland House will continue so we will not be able to obtain 100% rate relief.

(3) What have you anticipated the Government Settlement to be? Will previous advice on this percentage hold good?

Answer by Cllr. G. Butland

In the preliminary work on the budget that we started several months ago, we planned on the basis that Government Grant would reduce by about a third. Yesterday's spending review announcement suggests a variety of figures e.g 7.1% over four years = 28.4%. However, if you look at the total core funding from the Communities for Local Government (CLG) which was £28.5 billion in 2010/11 and falls to £22.9 billion in 2014/15 that is actually closer to a 25% reduction. In year 1 you lose 7.1%. Year 2 is 7.1% but of a smaller figure. We also do not know at this stage as to how those reductions will be spread between the various services and between the various tiers of Councils.

Earlier this year, for example, £6.5 billion was taken out of Councils budgets, but that was not spread evenly between all Councils. We do not know whether there will be any geographical variations at this stage.

All we can say is that our planning figure is in line with the overall national figure.

We will not know the Council's actual settlement until the end of November/beginning of December.

(4) What are the underlying policy assumptions for BDC for the year 2011/12 having regard to items 1 to 3 above?

Answer by Cllr. G. Butland

Appendix A of the MTFS update sets out the assumptions that we have been working on at this stage. Some of those undoubtedly will change as we move forward over the next few months.

Supplementary question by Cllr. M. Gage

As regards the assumptions, are there any items of particular significance?

Answer by Cllr. G. Butland/Cllr. N. Harley

In relation to pay, we have put in a provision of 1%. However, there are national pay negotiations going on, and it may well be that the figure of 1% is not necessary.

As regards income from Building Control fees, we are waiting for information concerning changes to the planning process which may or may not impact upon income from this source.

Income from Development Control and Land charges may be dependant on confidence in the economy. The housing market appears to be on a decline and this may well impact upon income. It does illustrate that it can be very difficult when making a series of assumptions.

Supplementary question by Cllr. R. Ramage

Are we planning to provide more assistance to Citizens Advice Bureaus (CABs).

Answer by Cllr. G. Butland

It may be helpful to preface my answer by informing the Committee that a small group of members consisting of myself, Cllr. McCrea and Cllr. Siddall have been acting as a Star Chamber and have had meetings with all Portfolio Holders concerning the expenditure within their existing budgets. We have also identified those services/duties which are Statutory/Mandatory/Discretionary. Approximately, a third of the Council's budget is spent on services/duties that are of a discretionary nature including items like the funding given to the CABs (the schedule inadvertently indicates grants to CABs as being mandatory, but such grants are discretionary). Leisure Services is also a large item under the discretionary heading.

We have asked Portfolio Holders and their Officers to explain to us why things are done, how things are done, whether there are different ways in which things could be done, and what are the risks of not doing something. Portfolio Holders are working on these issues and next week we start the second Star Chamber round of going through these items with them.

There will be a third Star Chamber round when the Council's grant figure is known.

I cannot give a definitive answer concerning the issue of assistance to the CABs at this stage. However, I am aware of the difference that the Council's grant funding to CABs makes.

However, there will be a need to make some difficult decisions when compiling the 2011/12 budget.

Supplementary question by Cllr. G. Cohen

Can you give some indication as to what is happening in relation to concessionary fares and how that may impact on the Council?

Answer by Chris Fleetham

There was a formula grant distribution consultation document (referred to in appendix C to the MTFS update) that included the issue of looking at alternative ways of funding concessionary fares. All of the options that had been proposed involved the Council losing significant funding ranging from £440,000 to £750,000. In response to the consultation, the Council had indicated that the funding should remain as it currently is. There were no details contained in yesterday's spending announcement regarding concessionary fares. We will not know the position until the Council receives details of its government grant in late November/early December.

Supplementary question by Cllr. J. Baugh

(1) As regards the assumption that there will be a reduction on renewals of industrial units in 2011/12 due to the economic climate, is there any policy to amend terms and conditions such as offering rent free periods to attract tenants. There appear to be a lot of units available in the private sector?

(2) As regards 19/21 Bocking End, Braintree, is there any progress in disposing of this building to a particular community organisation?

Answer by Cllr. N. Harley

(1) The main provider of industrial units in the District is the Braintree Enterprise Acorn Units organisation (BEAU). The occupancy rates have been high, and they have made some concessions on rent.

Some of the businesses are downscaling, but overall the picture is quite encouraging.

As an authority, Business Development Services gives advice to people setting up business and we are in discussions with BEAU about the possibilities of a joint advice service.

Answer by Cllr. G. Butland

(2) There are still ongoing discussions with Community Associations about the potential use of 19/21 Bocking End, Braintree, and I would hope that we are able to draw these to a close by the end of the year.

Supplementary question by Cllr. J. Gyford

As regards statutory/mandatory/discretionary services, you referred to making some sort of impact assessment in terms of what services were delivered and why and how etc., is that a reasonable, systematic, formalised process or is it more of a 'finger in the air' approach?

Answer by Cllr. G. Butland

At this moment, we are asking Portfolio Holders and Officers to think about the potential or risks in terms of what, why and how. Probably, in the third Star Chamber round when we will firm up more on the budget proposals, I will be looking for a detailed assessment of what the risks are. That way when the Star Chamber and ultimately the Council makes decisions it is making them in an informed way, and is recognising that in some cases there will be potential risks, but that we are such taking decisions with our 'eyes open'.

B. Budget

(1) What is the shape and size of the Budget in relation to:-

- (a) each Portfolio Holder;
- (b) quality of service provision;
- (c) capacity to meet the task in hand?

Answer by Cllr. G. Butland

The Committee will have had the MTFS update and accompanying appendices. At this stage, we are not in a position to be able to fill in some key figures e.g. the amount of government grant.

We are going through the processes that I have previously outlined.

The quality of service provision is important. It may be that in some cases there may be a decision as to whether we continue with a service, but with a lower level of quality or whether it would be better to stop the service altogether if a lower level of quality is not acceptable. Those discussions will be ongoing in the second round of the Star Chamber meetings with Portfolio holders.

As regards capacity to meet the task in hand, this is a challenge for all Officers and Members. I know the Portfolio Holders have probably been more directly involved in the 2011/12 budget process than in previous years because there has been a real need for them to be the 'critical friend' with Officers at an early stage.

Answer by Cllr. N. Harley

Some of the statutory requirements might be open to interpretation. For example, under present planning policy we set down targets for determining planning applications within a certain time. We could extend the time for determining applications and save on resources providing we did not impair any government grant money.

Answer by Cllr. G. Butland

The Government has swept away a whole raft of performance measures etc. so there will be much more opportunity for local members to decide what is important in their areas.

Question by Cllr. G. Cohen

Can you comment on the government's abolition of place surveys and Local Area Agreements and its implications for the Council?

Answer by Cllr. G. Butland

Some authorities previously complained to Government that they spent a great deal of money on place surveys, but our costs were quite modest in comparison. We will have to manage the loss of the place survey, and the abolition of Local Area Agreements.

Question by Cllr. J. Gyford

As regards the issue of variances set out in the comparative unit costs table, presumably we are going to get some sort of explanation accounting for the variances?

Answer by Cllr. G. Butland

The issue is what is the added value if the service we provide is more expensive than that provided by other Councils. We are using the table as a benchmark. The variances stimulate questions and do not necessarily give you the answers. We are considering what will be the impact and risks if we decide to reduce expenditure on a particular service, and what would the public see differently if that was the case.

Question by Cllr. R. Ramage

As regards partnerships, are you considering the issue of partnerships. e.g. with other Councils, to help save money in providing services?

Answer by Cllr. G. Butland

We are actively pursuing partnership with other authorities – I do feel that we need to get unified management across local authorities. LAAs are being abolished, and I hope we can significantly reduce the number of different Local Strategic Partnerships where effectively the same people are meeting each time. If we can make savings we can protect front line

services more.

Supplementary question by Cllr. R. Ramage

Do we have any sort of timeframe on this?

Answer by Cllr. G. Butland

I think it has to be sooner rather than later. We are currently in discussion with a number of other authorities. All the Essex Leaders are having a facilitated away day that will take place on 11/11/10 the purpose of which is to establish whether there is an appetite for change. There are huge challenges for members as to what local government will look like in the next few years, and what local services should be provided to residents.

C. Priorities

(1) What are the priorities for the Cabinet?

Answer by Cllr. G. Butland

We have the Council's corporate strategy through to 2012, but it will need to be revisited when we get to the end of this budget process. If there are changes needed I do not see any new priorities – it may be that we will or need to downgrade or take out some priorities because we are no longer able to match them with the resources we have available.

Supplementary question by Cllr. G. Cohen

This Committee also has responsibility to scrutinise the Community Safety Partnership, the corporate priority is put down as clean and green. It does not appear that community safety appears as a corporate priority?

Answer by Cllr. G. Butland

Safety in its widest terms is a priority. However, this is one of the safest District's to live in, and I feel more people need to be convinced of that. I think in the past we have spent resources on things like CCTV pandering to peoples perceptions rather than realities.

D. Resources

(1) Where are the main resources going to be applied to each Portfolio and for what reason?

Answer by Cllr. G. Butland

There are no answers at this stage and there are no preconceived views. That is why we are doing this three stage Star Chamber process with Portfolio Holders with a view to compiling a coherent package that addresses the main issues, ensures that as far as possible the Local Authority helps its local residents, but at the same time recognises that some of the services that are currently provided may not be sustainable in the current economic climate.

Supplementary question by Cllr. J. Baugh

Is it possible that some Portfolio Holders portfolios may become unbalanced because there

will be more money spent in one area than another?

Answer by Cllr. G. Butland

Undoubtedly, there will be priorities to be determined. The starting point will be that we will as a Council have to carry out statutory functions, and clearly there are some Portfolio Holders whose current portfolios contain more statutory functions than others and that may lead to some unbalancing.

Supplementary question by Cllr. R. Ramage

As regards resources, as you know I am currently Chairman of the Task and Finish Group looking into the public services provided for the elderly including those provided by the Council. Will the Council treat elderly people as a priority given their vulnerability, and give as much assistance to them as possible?

Answer by Cllr. G. Butland

Some of the elderly are the most vulnerable, but not all and I think that that is an important distinction to make. At present, resources go to people just because they reach a certain age, but they could be targetted on those most vulnerable.

Supplementary question by Cllr. J. Gyford

You spoke earlier about having to take out senior management - are you prepared to contemplate taking out senior Portfolio Holders?

Answer by Cllr. G. Butland

Personally, I would not only contemplate taking out senior Portfolio Holders I would also take out Councillors as well to help reduce costs such as attendance allowances etc. I feel that unitary authorities have a certain attraction in that respect in helping to save costs.

Supplementary question by Cllr. M. Gage

Given that this is a very difficult time in a very austere period and that many difficult decisions will need to be made, when it comes to restructuring and losing staff can you provide some assurances that the Council will be following policies (including those on equality and diversities) that will leave a staff with its morale boosted rather than diminished, and where staff can see that everybody has been treated fairly?

Answer by Cllr. G. Butland

Yes – undoubtedly. The Chief Executive and I have met with the Joint Consultative Group of the Trade Unions, and the Chief Executive is meeting with the Trade Unions again tomorrow.

I do not know at this stage the number of staff that are likely to be made redundant because we are still going through the budget making process. If you compare our workforce numbers against similar sized organisations in the county we are at the lower end of the number of staff that are employed. We currently have 468 employees - three years ago that figure was 548 so we have been reducing staff. In the current year, by not filling vacancies and reorganising staff we have reduced the staffing figure by 29 posts

which is over 5%. So we have reduced staff quite a bit already, but we will not know whether there will be other job losses until we complete the budget making process. In terms of the way we do things, we are generally regarded as a good employer and certainly I would want to see that continue to be the case.

Supplementary question by Cllr. D. Rice

As a priority, do we undertake risk assessments when using consultants on various matters particularly as regards the Council's investments. The issue of consultants fees has also concerned me particularly where we have our own experienced staff. Would you please comment?

Answer by Cllr. G. Butland

I do not believe we employ consultants where we have those skills and expertise within our own staff. However, there are occasions where for short term projects we need to import skills and expertise.

If local authorities are working closer together we could be more flexible about purchasing those skills from other authorities.

However, there are occasions when we do need a consultant's input because you need that specific expertise and it is a cheaper way of getting those skills than going down the normal employment route.

Supplementary question by Cllr. R. Ramage

What is the position concerning capital projects e.g. Witham pool, the three town centres development etc. and is the capital programme affected by the government's spending review?

Answer by Cllr. N. Harley

From the capital aspect, the authority is in fairly good shape – the real strain is on the revenue side.

The possibility of decent investment returns are very poor. Times are extremely difficult, but I think we do have a responsibility as an authority to try and look forward. The town centre regeneration projects are a good example of that. We are going to consult with members and the wider public, but we do feel that we have the financial wherewithal and we should push ahead with these projects including the Witham Pool.

Supplementary question by Cllr. D. Rice

Are there any resource implications regarding benefit fraud and working with agencies on this issue?

Answer by Chris Fleetham, Corporate Director

We have a small benefit fraud team consisting of two members of staff. Our internal Audit Section also get involved. We also liaise with other agencies as part of a national fraud initiative.

Supplementary question by Cllr. R. Ramage

Does the MTFS need to be updated in any way?

Answer by Cllr. G. Butland

There may be a further report in November although I do not feel the MTFS is that far out. The major issue is what the Government grant is going to be, and the issue about pay. There may well be some tweaking necessary.

Supplementary question by Cllr. M. Gage

As regards debt collection, are we currently performing well on this issue?

Answer by Chris Fleetham, Corporate Director

We are very good at collecting debt and most years collect 98.5% of both Council Tax and Business Rates. This year we are up on previous years.

Supplementary question by Cllr. A. Shelton

Have we explored opportunities for the Council to work together with neighbouring local authorities concerning joint service provision?

Answer by Cllr. G. Butland

There are some common processes which in my view could easily be combined. I am a little wary of authorities that rush out and announce they are coming together because we have seen a number of false starts.

There are discussions going on, but I would really like any proposals to be based on a firm foundation before making any announcements.

The Council's Enforcement Team and that at the County Council is working extremely well together - that's a practical example of where teams from different authorities can support each other in conjunction with their respective legislative powers.

At the end of the session, Cllr. Gage thanked Cllrs. Butland and Harley and also Chris Fleetham for attending tonight's meeting, and commented that the written reports and documents that had been provided with the agenda had been very helpful as well.

Cllrs. Butland, Harley and Mrs. Beavis, and Chris Fleetham left the meeting at this point.

32. SCRUTINY OF CRIME AND DISORDER MATTERS – DISCUSSION PAPER

The Scrutiny Manager presented a discussion paper that the Committee had requested at its last meeting following the presentation from Members of the Community Safety Partnership (CSP), to help facilitate how Members wished to proceed in scrutinising the CSP.

The report was compiled under a series of headings:-

- focusing on the outcomes of the work of the CSP;
- consultations and engagement with the public;
- partnership structure;
- crime and disorder statistics.

DECISION

Following consideration and discussion of the report, it was agreed as follows:-

1. To request the CSP to compile a list of those local and national targets that refer specifically to its work and to indicate what level of performance it has achieved in relation to those targets;
2. To invite the Chairman of the CSP to attend the Committee on an annual basis to present an annual report on the CSP's activities with a particular focus on outcomes;
3. To monitor the progress of the proposals contained in the white paper 'Policing in the 21st Century: Reconnecting Police and the People' particularly Chapter 2 – Increasing Democratic Accountability – and Chapter 5 - Tackling Crime Together – including any elements that are contained in the subsequent Police Reform and Social Responsibility Bill that the Government is proposing to introduce in the Autumn;
4. To invite a representative of the Police to talk to the Committee on the proposals for elected police and crime commissioners, and on other local policing issues relating to the District.

33. TASK AND FINISH GROUP

Cllr. R. Ramage the Chairman of the Public Services Provision for Older People Task and Finish Group gave a verbal update on progress. The Group had a further meeting on 12th October at which BDC Officers gave a presentation on the services for the elderly provided by the Council covering community transport, community services and environmental services. A further meeting of the Group will take place next month to consider the Group's draft recommendations and final report.

DECISION: That the verbal report be noted.

34. DECISION PLANNER (FORMERLY KNOWN AS THE FORWARD PLAN) – 15/10/10 TO 28/2/11

Members received the four month Decision Planner for the above period.

DECISION: That the contents of the Decision Plan be received and noted.

35. BUDGET SCRUTINY SESSIONS WITH GROUPS OF PORTFOLIO HOLDERS

In view of the difficulties and uncertainties relating to the 2011/12 budget preparation process and the fact that no budget or proposals have yet been developed, the Scrutiny Manager reminded the Committee that the first group session with Portfolio Holders that had been due to take place at the next Overview and Scrutiny Committee on 27/10/10 had not been included on the Agenda. He also advised that the budget scrutiny session planned for the meeting of the Committee on 17/11/10 would also need to be put back as the Council was not expected to receive notification of its government grant allocation until

late November/early December.

DECISION

Following discussion, it was agreed that arrangements be made for the two scrutiny sessions with groups of Portfolio Holders to take place at meetings of the Committee to be convened on:-

- Monday 20th December 2010
- Wednesday 5th January 2011

The Scrutiny Manager will advise the Committee in due course as to which Portfolio Holders will be attending which session.

Action Point: *Scrutiny Manager to action accordingly.*

36. ASSESSMENT OF TONIGHT'S BUDGET SCRUTINY SESSION.

The Committee felt that this opening session in what are clearly unique circumstances in the context of preparing the 2011/12 budget, had nevertheless been a very useful and constructive one.

Officers to follow up on:-

- (1) Information on building starts in the District;

Action Point: *Scrutiny Manager to seek information from District Planning.*

- (2) Paper identifying services as statutory/mandatory/discretionary/trading - issue of whether certain services/functions have been put in the right category (e.g. Customers and Community Support - Grants to CAB);

Action Point: *Assistant Chief Executive to mention to the Star Chamber.*

The meeting closed at 9.18pm.

M. Gage
Chairman