

Minutes

Cabinet

30th March 2009



Present:

Cabinet Members	Portfolio	Present
Councillor G Butland	Leader	Yes
Councillor N R H O Harley	Deputy Leader and Cabinet Member for Enterprise, Culture & Leisure	Yes
Councillor Mrs J C Beavis	Customers & Communication	Apologies
Councillor M C M Lager	Efficiency & Resources	Yes
Councillor Mrs J W Schmitt	Communities & Housing	Yes
Councillor R G Walters	Environment and Sustainability	Yes

Deputy Cabinet Members	Portfolio	Present
Councillor N G McCrea	Leader's Portfolio	Yes
Councillor T S Wilkinson	Enterprise, Culture & Leisure	Yes
Councillor D L Bebb	Customers & Communication	Yes
Councillor J McKee	Efficiency & Resources	Yes
Councillor Mrs E Edey	Communities & Housing	Yes
Councillor R G S Mitchell	Environment and Sustainability	Yes

The following Councillors were also present as invitees of the Leader

Councillor R J Bolton, Chairman of Halstead Local Committee

Councillor Dr R L Evans, Leader of the Labour Group

Councillor M G Gage, Chairman of the Overview and Scrutiny Committee/Leader of Halstead Residents' Association

Apologies for absence were received from Councillor J E Abbott, Leader of the Green Group, Councillor T J W Foster, Chairman of Witham Local Committee, and Councillor S M Walsh, Chairman of Braintree Local Committee.

Councillors E R Lynch, D Mann, and F Swallow were also in attendance.

The Leader welcomed everyone to the meeting and continued to advise that Councillor Mrs Beavis was unable to attend, as her Father had recently died. Cabinet members sent their condolences to Councillor Mrs Beavis on her loss.

130 **DECLARATIONS OF INTEREST**

There were no interests declared.

131 **QUESTION TIME**

There was no questions asked or statements made.

132 **MINUTES**

DECISION: That the minutes of the meeting of the Cabinet held on 10th February 2009 be approved as a correct record and signed by the Leader, subject to the attendance of Councillor Mitchell being noted (not apologies).

133 **AUDIT MANAGEMENT/DIRECTION OF TRAVEL**

Ian Davidson, Comprehensive Area Assessment (CAA) Lead at the Audit Commission, referred to the earlier Use of Resources report and its findings (Cabinet 1st December 2008) and continued to focus on the Direction of Travel aspect. The Council had made good progress, demonstrated good value for money, and reference was made to various areas

- the processing of benefit claims from 30 to 22 days
- contributions to leisure facilities, i.e. the new Swimming Pool in Braintree
- the positive outcomes of working well with partners, e.g. PCT; and on recycling and composting performance – one of the best in the country
- on health issues and interaction with children and young people
- linking with the Council's corporate priorities.

Cabinet was advised that the Direction of Travel will continue under the CAA process, and the organisation system will remain with the Council managing performance. It was noted that this procedure no longer includes a scoring result. The report displays a good baseline at the end of last year and will be looked at again during June/July 2009.

Overall, in 2007/08, the Council had delivered an improvement of 71% in performance indicators – that is well above average for District Councils and places the authority as 18th out of 388. The proportion of the Council's performance indicators is with the top performers.

Councillor Lager, Cabinet Member for Efficiency and Resources, thanked Mr Davidson for the good remarks and stated that the Performance Management report for the Third Quarter later in the meeting will provide a 'snapshot' for the end of 2008 with improvements in waste/recycling, the renewals of benefit claims, speedier decisions on planning applications, and ever improving relationships with the PCT, the Citizens' Advice Bureau and the Crime and Disorder Reduction Partnership. At the Council's Customer Service Centre 91% of calls are answered and dealt with at initial contact – all part of a high level of Customer Service.

The Leader requested the Chief Executive to thank all staff, on behalf of Cabinet, for their excellent performance.

DECISION: That the Annual Audit and Inspection Letter and the Performance Information Profile for 2007/08 be accepted.

Cabinet received a presentation from David Triggs, Chief Executive Officer of the Academies Enterprise Trust (AET) in Witham. The AET had been set up for 18 months, on request of government and 'passports' money to help build capacity in schools, but with no influence over the running of the schools. It had initiated various programmes and initiatives with Rickstones School and the Maltings Academy (formerly John Bramston school) in Witham that had enhanced student's performance and results, and continues to develop vocational 'pathways', with future planning to Colchester Institute, Braintree College and Maldon. Further information was provided on their subjects involving artist/animation, motor mechanics, and art specialisms, and evolving ways to engage with young people, including global links with Cologne, Rome and Poland, to help expand their horizons and to progress academically.

Mr Triggs advised that the Year 7 intake had increased from 124 to 171, and from 107 to 180 at Sixth Form level, with 210 students forecast for September. Junior Sports Leaders and a Community Sports Manager were noted, and a Police Community Support Officer (PCSO) designated to each academy, and that contact is being strengthened with the local Primary Care Trust. The Maltings Academy has specialisms of sports and science and has created global links by visits to South Africa for a rugby tour, and a 'world challenge' in Croatia during 2009/10, and it is requested that Braintree District Council and Witham Town Council give their blessing for a plaque to be presented on the South Africa tour.

With regard to the new build project it was noted that the design user group had frequently met; the options and style of the building is progressing, and the limitations and Witham Town boundary line of the site was noted. It was emphasised a vocational centre first (for students and adults) will be in front of every building, with a school behind.

Cabinet welcomed the progression of skills – as a skills deficit exists in the area - and the potential engagement with local employers. They were also advised that Mr Triggs is a member of the Institute of Directors on education and a member of the Federation of Small Businesses, and has close contact with 'Connexions'. The Council's help with coordination of meetings with local employers would be welcomed.

The timetable for the new build was quoted as being on site at Maltings Academy in October 2009, and Rickstones School in 2010 with both projects complete for August 2011.

Members noted that belief and trust had developed with students over recent months, and parents are reassured their child is secure, and they also displayed support for initiatives, although some parents are a 'challenge'. Further discussion ensued on staffing for the school(s) and the current status was noted, and that it is hoped that a Teacher Training College can be developed in Witham in the future to cover local requirements. Developing partner relationships was discussed, including meetings with Council Officers and business enterprise representatives.

The Leader thanked Mr Triggs for his presentation, and stated that the Cabinet Member for Enterprise, Culture & Leisure will lead the Council's intention to work with the AET on developing the projects, the provision of a plaque for South Africa and requested that a further update is provided from the AET later in 2009.

DECISION: That the verbal report be noted.

64

Those minutes identified by the prefix ** may be the subject of the "call-in" provisions of the Constitution within 6 working days of the publication of these minutes. Any decisions made and not "called in" by this date and time will become effective. For further information regarding these minutes please contact Eileen Self, Law & Governance, on 01376 551414 or email eileen.self@braintree.gov.uk

135 **ANNUAL PLAN 2009/10**

Councillor Butland, the Leader of the Council, presented the draft Annual Plan 2009/10, inviting Cabinet Members to 'sign off' areas in their respective Portfolios, and advised that the final Plan would be received at the Cabinet meeting in May.

Members raised issues in the report and, in response, Councillor Walters advised he would provide a written response regarding the expansion of allotments at the Cut Throat Lane site in Witham (Page 25 of Appendices); that a paper will be received by each Local Committee regarding one consultation event at Local Committee for Councillors to engage with their local community; that an Officer/Director will be appointed as contact (in the final report) for the feasibility study with Halstead Town Council on a possible community centre, and that the draft Annual Plan document will be revisited and descriptions and outcomes made more specific, where possible.

DECISION:

1. That the draft Annual Plan 2009/10 be noted, and the final Plan be presented to the May Cabinet. .
2. That Cabinet Members address (by May) areas in the draft Plan within their Portfolio.

136 **THIRD QUARTER PERFORMANCE REPORT**

Councillor Lager, Cabinet Member for Efficiency and Resources, presented the Third Quarter Performance Management report for 1st October to 31st December 2008, and advised on the expensive cost of the waste collection service, litter problems, and that anti social behaviour incidents had fell by 33%. The Council is retaining less paper (through Idox imaging), has improved performance indicators – as indicated in the previous item, has plans to replace the Bramston Pool in Witham, and to preserve services. Reference was made to Appendix A and the predicted overspends of expenditure budgets in 2008/09, including a Capital Programme item on the Braintree Swimming Pool project. Benchmarking is taking place on unit costs and performance, and staff turnover is reducing, and sickness levels lessening.

In response to a query regarding young people and democracy it was clarified that it is intended to hold a 'Local Democracy Week' during the next Civic Year.

DECISION:

1. That the report be endorsed

That it be **RECOMMENDED TO COUNCIL:-**

2. That the revenue budget variations as identified in Appendix A be approved.
3. That additional capital resources be allocated for the predicted overspend on the Braintree Swimming Pool project, as identified in Appendix A.

4. That authority be delegated to the Chief Executive in consultation with the Cabinet Members for Enterprise, Culture & Leisure, and Efficiency & Resources to determine and agree to a payment up to a maximum of £276,000 for the Braintree Swimming Pool project.

137 ****ASSET MANAGEMENT PLAN 2009/10**

Councillor Lager, Cabinet Member for Efficiency and Resources, presented the Asset Management Plan for 2009/10 on how the Council will manage, use and invest in its' properties. As sales of surplus land and buildings are decreasing other funds are being used and the Council is looking at joint use arrangements, i.e. with the PCT, Essex County Council or Parish/Town Councils. The Plan looks to see if the property is 'fit for purpose' and have made improvements to community halls, e.g. DDA compliance, invested in play areas and reviewed leisure facilities.

In response to a query regarding Rickstones Pavilion in Witham (Pages 84 & 92 of report), it was clarified works had been undertaken to the changing rooms to make them suitable for use, and that no other long term schemes are proposed. Another query was raised on Appendix 4 and vacant land at Conrad Road, Witham. It was understood that this was partly allocated for an educational partnership with South View School to grow trees on the site. The Cabinet Member confirmed plans for a tree nursery had been made and, therefore, this item should not be included in the list. Councillor Lager agreed, following an issue being raised on the relevance of a Development Brief for Land East of the High Street in Halstead, to monitor the situation as plans for the site progress.

DECISION: That the Asset Management for 2009/10 be adopted in principle, and approved for consultation with the Local Committees and appropriate partners, with any amendments being reported to the Cabinet meeting on 8th June 2009.

138 **IMPROVING CORPORATE GOVERNANCE AND PROJECT DELIVERY**

The Leader of the Council reminded Cabinet of previous discussions with regard to Programme and Project Management, and the link with the Member Seminar in January 2009, where Members had requested more involvement in projects. The proposal is to establish four Programme Boards on

- Supporting our Communities
- Economy and Infrastructure
- Clean and Green
- Performance, Innovation and Efficiency

These are on a Cabinet Sub Group basis, the Membership as defined in the report, and that 'Other Members' of the Programme Boards will be selected upon their skills and interests in the relevant themes.

The Leader referred to the senior level structure of the Chief Executive and two Directors, and it was considered that staff capacity was inadequate to progress and support the Programme Boards, and it was therefore proposed that an additional Programme Director be recruited to lead on economy and innovation. Looking towards the longer term it was also proposed that the Leader and Deputy Leader of the Council discuss with the Group Leaders the long term proposals on senior posts at

the Council. The Resource Funding of £248,000 over two years to deliver the proposed structure was noted, and would be revisited at the end of the two year period.

The Leader also advised that himself and the Deputy Leader would review the proposals and their impact, and requested delegation to agree final proposals with the Chief Executive.

The recommendation of the report was revised to reflect the above measures.

Cabinet Members welcomed the proposals and noted that the Head of Law & Governance will provide guidance to the Group Leaders on the content of each Programme Board, so Membership can be appointed at the AGM on 20th April 2009.

DECISION:

1. That four programme Boards are established, to be chaired by the appropriate Cabinet member, on the following
 - Supporting our Communities
 - Economy and Infrastructure
 - Clean and Green
 - Performance, Innovation and Efficiency
2. That each Programme Board has the following Membership:
 - Cabinet Members and Deputies
 - Minimum of 3 other Members
 - Programme Director
 - Corporate Programme Manager
 - Leader and Chief Executive (ex officio)
3. That other Members (excluding Cabinet Members/Deputies) of the Programme Boards be selected based upon their skills and interest in the programme area. That the Leader of the Council, in consultation with the other Group Leaders, makes the final selection of Programme Board membership.
4. That the Terms of Reference for the Programme Boards, as set out in Appendix 1 of the report, be adopted.
5. That it be RECOMMENDED TO COUNCIL:-

That the Leader and Deputy Leader of the Council, in consultation with other Group Leaders, review the proposals and their impact upon future senior management structure of the Council, and the sustainability of the proposals beyond two years. Following those discussions, that authority be delegated to the Leader of the Council to agree the final proposals with the Chief Executive.

(a) That an interim Programme Director be appointed.

(b) That the funding of £248,000 from earmarked reserves, be available to meet the costs of the Programme Director structure and the implementation of all governance and management processes. This funding to be reviewed at the end of two years.

139 **ICT STRATEGY 2009/12**

Cabinet received the ICT Strategy, with the key elements of customers accessing Council services, improved compatibility and integration of data the Council holds, and to reduce the use of paper. The Strategy will also provide additional technologies, produce improved flexibility of working for staff, provide on-line tools, save energy, and support Councillors more efficiently and effectively. The 2009/10 Action Plan and target dates contained in the report was noted.

DECISION: That the ICT Strategy up to 2012, together with the 2009/10 Action Plan, be approved.

140 **LOCAL HIGHWAYS PANEL FOR THE BRAINTREE DISTRICT**

Councillor Harley, Cabinet Member for Enterprise, Culture and Leisure, introduced the report as part of the 'Localism agenda' as the Panel would provide considerable input on highways and transport items in the District, and has 25% membership from other people who are not District Councillors, including two representatives from the business community.

The Leader proposed that the recommendation be amended to allow the Chairman or the Vice Chairman, plus one other Member from Local Committee.

DECISION:

1. That the establishment of a Local Highways Panel be endorsed.
2. That the Membership of the Panel comprise of
 - The Leader of the Council
 - the Cabinet Member for Environment and Sustainability (or Deputy)
 - the Cabinet Member for Enterprise, Culture and Leisure (or Deputy)
 - the Chairman/Vice Chairman and one other Member from each Local Committee
 - a representative from Halstead Town Council
 - a representative from Witham Town Council
 - two representatives from Parish Councils
 - two representatives from the business community

141 **AFFORDABLE HOUSING STRATEGY**

Councillor Mrs Schmitt, Cabinet Member for Communities and Housing, presented the draft Strategy and advised of consultation with Local Committees, staff and stakeholder groups, (including the CHIP Board). The consultation feedback document had been provided to Cabinet, although many suggestions refer to the Housing Strategy that would be considered later in the year. The final Affordable Housing Strategy will be published at the end of April 2009.

Councillor Mrs Schmitt referred to Action AH1.9 within the draft Strategy to 'Undertake a viability assessment with a view to securing a minimum of 50% affordable housing on council land disposals'. This was considered too inflexible and the following modification was proposed

‘ Undertake a viability assessment on each council land disposal to give an estimate of the financial impact of higher proportions of affordable housing than would be obtained through mainstream planning policies’.

DECISION: That the Affordable Housing Strategy for 2009-2014 be adopted, including the comments received as a result of the consultation process, and the amendment as stated above for Action AH1.9.

142 **CUSTOMER ACCESS STRATEGY UPDATE AND CUSTOMER SERVICE STANDARDS**

Councillor Bebb, Deputy Cabinet Member for Customers and Communication, presented the reports including the Action Plan for 2009/10. Improvements in the Customer Service Centre (CSC) were advised, and that Greenfields Community Housing are withdrawing from using the CSC function. Reference to the priorities in the Access Strategy was made, including website improvements and more customer satisfaction and value for money.

During the discussion it was noted that the Customer Service Standards would provide a named officer as point of contact where possible, especially for complaints; and that a baseline of the Standard will be adopted across the Council. With regard to Customer Care training this will be part of the staff induction process and refresher training for all other staff.

DECISION:

1. That the updated Customer Access Strategy be endorsed.
2. That the Action Plan for 2009/10 be approved.
3. That the Corporate Customer Service Standards be endorsed.

143 **CLIMATE CHANGE PROGRESS REPORT**

Councillor Mitchell, Deputy Cabinet Member for Environment and Sustainability, stated that the Council has various initiatives across the District on climate change and carbon reduction actions. A statutory improvement plan will also look inwards into the authority, and national indicators have recently been received. The key projects contained in the report, including data, were referred to and the carbon/financial savings involved, that provides a positive response from the Council since signing the Nottingham Declaration.

DECISION:

1. That the internal and external carbon savings made in a short period of time be acknowledged.
2. That the production of a Climate Change Strategy and Action Plan be commissioned for December 2009.

144 **OUTSTANDING ISSUES OF THE PSPDG**

Councillor Mrs Schmitt, Cabinet Member for Communities and Housing, advised that Cabinet had delayed the decision on the work of the Public Safety Policy Development Group (PSPDG) as new legislation on anti social behaviour was included in the Crime and Disorder Act of August 2007. The six National Hallmarks were referred to, and the Benchmarking Review of the CDRP (Appendix 1 of the report). It has been recognised that cases of anti social behaviour have decreased in the District. Since 2006, Neighbourhood Action Panels have been implemented – where Councillors are welcome to attend – and Community Action Teams are in place to address ‘hotspot’ problems – to which Ward Members are invited.

DECISION: That the results of the Braintree CDRP Hallmarks Benchmarking Review be noted and supported.

145 **CABINET MEMBERS’ UPDATES**

Councillor Bebb, Deputy Cabinet Member for Customers and Communication, reported that the **Spring Event for Parish Council’s** on 19th March 2009 had been well attended and was very interesting.

Councillor Bebb also advised of the **People’s Panel**, advertised on the recent edition of ‘Making Contact’ to gain views from the public on making the district an even better place to live and work. This has received a positive response, with 100 members of the public already recruited (from a target of 1,000), and a cross representation from across the area required. The questionnaire involved in the process can be submitted by email or post.

Councillor Lager, Cabinet Member for Efficiency and Resources, referred to the Audit Commission National report entitled: **Risk and Return – English Local Authorities and the Icelandic Banks**. The Council’s Audit Committee will use this document to monitor treasury matters and to consider if any further information is required on this topic, and to reduce any risks.

146 **PROJECT MANAGEMENT STUDY – PLAY AREAS – Reference from the Overview and Scrutiny Committee 19th January 2009**

Councillor M G Gage, Chairman of the Overview & Scrutiny Committee, advised of an anomaly that had arisen when the play area at Maltings Lane, Witham was included in the developer’s planning application and the Council’s Operations Department were not consulted on the size of the play area or its location.

DECISION: That the Operations Department should be consulted by the District Development Department at an early stage in relation to play areas that are included as part of planning applications and/or which are proposed to be included in Section 106 agreements.

147 **COUNCIL MANAGEMENT OF SIGNIFICANT PROJECTS – Reference from the Overview and Scrutiny Committee 11th March 2009**

Councillor M G Gage presented the recommendations from the Overview & Scrutiny work programme item on 'How the Council Manages Significant Projects'.

The Leader of the Council advised the recommendations be addressed as follows:-

- No's 1, 2, 4, 5 and 7 of the report – Agreed
- No. 3 will be addressed by the Internal Audit process
- No. 6 – Agreed for a pilot period of 12 months
- No. 8 – The success criteria of the Programme Management Office shall be reported to the Performance and Efficiency Programme Board.

DECISION: That the recommendations from Overview and Scrutiny be approved – as indicated above.

148 ****REVIEW OF CASHIERING**

Cabinet received proposals on changes at the Council's one remaining cash office at Causeway House, Braintree following a review of the service, as a result of the loss of the Service Level Agreement with Greenfields Community Housing from 1st October 2009.

DECISION: That the cashiering counter till service be reduced from four to one with effect from 1st October 2009, with hours of opening from 9.00am to 4.00pm each day.

149 **REVIEW OF DECISION MAKING**
LOCAL COMMITTEE FUNDING
LEADER AND CABINET STYLE

Reference from the Local Government Reform Cabinet Sub Group
- 3rd March 2009

The Leader of the Council introduced proposals for Local Committees to look further forward on their priorities and funding initiatives, and to incorporate some of the issues discussed at the Member Seminar in January 2009, i.e. the supply of transport to younger people in areas of the district poorly served by public transport. By focusing on future projects it is anticipated that Local Committees can make requests as part of the budget making process on revenue and capital items, and work closely with communities to ensure they are delivered. The recommendation regarding the Frontline Councillor role was advised.

In addition, proposals to Council include a review of Local Committees during 2009/10, and the retention of a centralised Planning Committee, with a report to be received at Council on 6th April 2009 providing further details.

Cabinet was advised that the Constitution is being updated, and key changes will also be listed in the paper to Council. With regard to the method of governance, new legislation has been introduced that requires the local authority to adopt a (i) Leader and Cabinet Executive model, or (ii) a Mayor and Cabinet Executive model. The Sub

Group has recommended a Leader and Cabinet Executive model, and the Leader requested that consultation is undertaken on the proposal.

Post Meeting note:- Recommendation 4 refers to Appendix 3 (Frontline Councillor), and not Appendix 2 as stated in the recommendation from the Local Government Reform Cabinet Sub Group

DECISION:

1. That the current funding scheme for Local Committees be refined and their criteria reviewed, and to direct funding to local priorities as identified at their first meeting of the Civic Year.
2. That arrangement for identifying and developing local priorities with closer liaison between the Local Committee and their communities be implemented.
3. That the Government's current intentions regarding participative budgeting, local petitions and calls for action be noted and that a further review of the Constitution is undertaken once final guidance has been issued.
4. That the Frontline Councillor Action Plan as set out in Appendix 3 of the report be approved.

That it be **RECOMMENDED TO COUNCIL:-**

5. That a centralised Planning Committee, the three Local Committees and Member Champions with roles and responsibilities as per the extracts in Appendix 1 of the report be retained.
6. That the Review of Decision Making report be approved.
7. That the revised Constitution as summarised in the report and including amendments proposed by Members of the Sub Group be approved and implemented from the Council's AGM.
8. That the Leader and Cabinet Executive model for the Council be adopted, subject to a consultation process.

150 WITHAM REPLACEMENT POOL – Reference from the Programme Board (Major Projects) 10th March 2009

Cabinet was advised of the preferred option for Witham Swimming Pool is to include a 6 lane main pool, a learner pool and 100 spectators seating area.

The recommendations from the Programme Board were referred to, and it was proposed that both capital and ongoing revenue costs of any potential additions, i.e. fitness gym, squash courts or a diving pool, are provided and a full report produced for a future Cabinet meeting. Prior to the report coming to Cabinet for a final decision it was requested that both Witham Local Committee and Witham Town Council are consulted on the proposals.

It was noted that plans to start work on site in October 2009 refer to the Bramston site – and not Rickstones as quoted in the minutes of the Programme Board.

Members proposed that subsequent management arrangements to how the Witham Swimming Pool is run, and by whom, should be included in the feasibility study.

DECISION:

1. That the preferred option for Witham Swimming Pool to include a 6 lane main pool, learner pool and 100 spectator seating, and to be constructed to environmentally high standards be noted.
2. That the main components of the scheme be endorsed to enable a business case to be prepared for consultation, including
 - (a) design and planning
 - (b) investigation of costed options and the capital and ongoing revenue costs of any potential additions to the scheme, i.e. fitness gym, squash courts, diving pool.
3. That pre-contract funding arrangements (currently estimated as 5% of the estimated construction cost) be approved.
4. That the feasibility study should include subsequent management arrangements on how, and by whom, the Pool will be run in the future.

151 **URGENT DECISION BY THE CHIEF EXECUTIVE**

The Chief Executive had made an urgent decision regarding the transfer of land at River View, Maldon Road, Witham to Hanover Housing.

DECISION: That the urgent decision, as described above, be noted.

152 **DELEGATED DECISIONS**

That the following delegated decisions be noted

- Councillor Harley approved the 2008 Annual Monitoring Report.
- Councillor Mrs Schmitt approved the revised Local Compact Funding and Procurement Code of Practice.

153 **MINUTES FROM CABINET SUB-GROUPS**

Consideration was given to the minutes of

- Performance & Efficiency Programme Board – 23rd February 2009
- Cabinet Working Group – London 2012 – 26th February 2009
- Local Government Reform Cabinet Sub Group – 3rd March 2009
- Programme Board (Major Projects) – 10th March 2009

DECISION: That the minutes of the meetings, as listed above, be noted.

EXCLUSION OF PUBLIC AND PRESS

DECISION: That under Section 100 (A) (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 Part 1 of Schedule 12 (A) of the Act.

Whilst the following item of business was discussed in private session, the minutes do not contain any confidential information and it is therefore admissible in the public domain.

154 **URGENT DECISION BY THE CHIEF EXECUTIVE**

Cabinet received information on a recently made urgent decision by the Chief Executive, and the Leader of the Council.

DECISION: That the urgent decision be noted.

The meeting commenced at 7.15pm and closed at 9.15pm

G BUTLAND
(Leader)

