

At a Meeting of the **CABINET** held in the **CIVIC CENTRE (COUNCIL CHAMBER)** on **TUESDAY 12 OCTOBER 2021** at **10.00 a.m.**

Present:-

Councillor G. Miller in the Chair

Councillors Chequer, K. Johnston, Rowntree, Stewart and Williams

Also present:-

Councillor Hodson

Part I

Minutes

The minutes of the meeting of the Cabinet held on 14 September 2021, Part I (copy circulated) were submitted.

(For copy report – see original minutes).

1. RESOLVED that the minutes of the Cabinet meeting held on 14 September 2021, Part I, be confirmed and signed as a correct record.

Declarations of Interest

The following Councillors declared the interests detailed:-

Item 6 - Capital Programme Second Review 2021/2022 (including Treasury Management)

Councillor Stewart as the Chair of Board of Governors of Willow Wood Primary School.

Item 11 - Elemore Eco Park and Visitor Centre / Garden Centre Project

Councillor Stewart as a member of the Bishopwearmouth Community Interest Company and he withdrew from the meeting during consideration of the report.

Item 16 - Newcastle International Airport Limited

Councillors G. Miller as a Director and Rowntree as an alternate Director on the Board of the Newcastle Airport Local Authority Holding Company and they withdrew from the meeting during consideration of the report.

Item 17 - Lease of office space within City Hall

Councillors G. Miller as a Director and Rowntree as an alternate Director on the Board of the Siglion LLP and they withdrew from the meeting during consideration of the report.

In view of the interests declared and the requirement for Members to withdraw from the meeting, it was agreed to vary the order of business on the agenda to consider items 16 and 17 as the last items at the end of Part II of the agenda at which point Councillor Stewart would act as Chair for the remainder of the meeting.

It was, therefore:-

2. RESOLVED that approval be given to vary the order of business on the agenda accordingly.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors F. Miller and P. Walker.

Performance Report – Quarter 1 of 2021/22.

The Chief Executive submitted a report (copy circulated) to provide performance information in relation to Quarter 1 of 2021/22.

(For copy report – see original minutes).

Councillor Stewart highlighted that the report set out the progress made during Quarter 1 of 2021/22 against a City Plan that spanned an eleven-year period through to 2030. He explained that the report had been aligned to the three key themes of the City Plan (*Dynamic Smart City*, *Healthy Smart City* and *Vibrant Smart City*) as well as including additional Council indicators for organisational Health.

Councillor Stewart drew the attention of Cabinet Members to the Dynamic City data which detailed that the proportion of workers earning below the Living Wage Foundation rates was higher in Sunderland compared to the rest of the North East and nationally. He reported that the Council would continue to support community wealth building to encourage local businesses to pay their workforces the Living Wage Foundation rates.

The attention of Cabinet Members was also drawn to reductions being achieved in CO₂ emissions. At 4.2 for 2019/20 (latest data), the CO₂ emissions estimate for Sunderland per capita (tonnes per resident) had reduced (compared to 4.5 for 2018/19) and was lower than both the North East (at 5.5) and England (at 4.9). The latest data (for 2019/20) also showed that CO₂ emissions from local authority operations had reduced by 4,484 tonnes compared with the previous year.

The Chair commended the report and concurred with Councillor Stewart's comments. He added that the continued support to community wealth building demonstrated the Council's commitment to ensuring residents a fair day's pay and reducing poverty in the City.

Consideration having been given to the report, it was:-

3. RESOLVED that the performance information in relation to Quarter 1 performance of 2021/22 be accepted and noted.

Annual Health and Safety Report: April 2020 – March 2021

The Executive Director of Corporate Services submitted a report (copy circulated) to provide a summary health and safety report which is produced every year to review the management of health and safety at work within the Council. This report referred to the period April 2020 to March 2021.

(For copy report – see original minutes).

Councillor Rowntree highlighted that each year a summary report was produced for Cabinet to review the management of health and safety at work in the Council. She explained that the report summarised a range of information including the significant health and safety achievements and events, incidents reported to the Health and Safety Executive, Council-wide initiatives to improve the health and safety performance system, and confirmed future priorities.

Cabinet Members were advised that in summary, significant work had been undertaken to support safe working arrangements in response to the Covid pandemic, which was ongoing, with good progress in other key areas.

Councillor Williams enquired whether there had been any incidents caused as a result of the deterioration of the condition of Civic Centre. Councillor Rowntree advised that as she did not have that information at present, she would provide a response to Councillor Williams in due course.

In relation to the increased agile working, Councillor Farthing commented that it should be impressed on employees to ensure that they undertake a Display Screen Assessment (DSE) for their different working locations, be it in the new City Hall or working from home.

Consideration having been given to the report, it was:-

4. RESOLVED that the content of the Annual Health and Safety Report: April 2020 to March 2021 be noted and referred to Council for information.

Capital Programme Second Review 2021/2022 (including Treasury Management)

The Executive Director of Corporate Services submitted a report (copy circulated) which provided details of:-

- (i) the outcome of the Second Capital Review for 2021/2022; and
- (ii) progress in implementing the Treasury Management Borrowing and Investment Strategy for 2021/2022.

(For copy report – see original minutes).

Councillor Stewart reported that the anticipated capital spend this financial year had reduced by £19.3 million since the first capital review was reported. The overall reduction included:-

- the reprofiling of £20.2 million expenditure into future years primarily because of external influences outside of the Council's control, including as a result of impacts from Covid-19, or the realignment of projects to ensure best value was achieved; and
- the addition of new schemes or variations to schemes of £0.9 million within the Capital Programme.

The attention of Cabinet Members was drawn to these variations which were set out in Appendix A. The revised capital investment budget would see investment of nearly £258 million in the city this year.

Moving on to the Treasury Management aspects of the report, Councillor Stewart reported that hopefully as 2022 approaches, the Council would begin to see financial markets and the wider economy recover from the significant impact of the Covid-19 pandemic, although historically low interest rates were set to continue for the foreseeable future. He advised that despite this, there continued to be positive performance in this area with investment returns above the benchmark rate, whilst still adhering to the prudent policy agreed by the Council.

Councillor Farthing referred to the Hetton Primary School New Build scheme and drew attention to the implementation of carbon reduction methods to support and be compliant with the Council and City's Carbon reduction agendas.

Consideration having been given to the report, it was:-

5. RESOLVED that:-

- (i) in respect of the second capital review for 2021/2022, the inclusion of additional schemes or variations to existing schemes for 2021/2022 detailed at Appendix A, as a variation to the Capital Programme be approved; and

- (ii) in relation to the Treasury Management Strategy, the progress in implementing the 2021/2022 Treasury Management Strategy and Prudential Indicators be noted.

Second Revenue Budget Review 2021/2022

The Executive Director of Corporate Services submitted a report (copy circulated) to detail of the outcome of the Revenue Budget Second Review for 2021/2022.

(For copy report – see original minutes).

Councillor Stewart highlighted that the report reaffirmed the ongoing social care challenges local authorities were being asked to manage. He reported that significant strain continued to be placed on council finances as a result of the increasing demand and complexity of social care needs in both adults and children in the City and explained that this was not a situation unique to Sunderland. He advised that the recent Social Care reform measures announced by Government would do little or nothing to address this problem, especially in the short term, with funding to be primarily directed to the NHS and potentially even greater cost burdens to be placed on councils.

Councillor Stewart reported that the cost pressures highlighted in this second revenue review report continued to be impacted by the consequences of the Covid-19 pandemic, with impacts being felt far beyond the area of social care.

Cabinet Members were advised that in overall terms a £5.972 million overspend was forecast. The full details by Portfolio were set out in Appendix 1 of the report. The forecast overspend position relied on fully utilising the balance of the Council's Covid Contingency, without which the forecast position would be significantly worse.

Councillor Stewart assured that the Council would continue, alongside regional and national colleagues, to make the case for local authorities to receive an increased, fair level of resource from Government to allow councils to deliver their social care responsibilities and also to be fully compensated by the Government for the ongoing financial impact of the pandemic.

Cabinet Members were reminded that the budget for this year was reliant on the inclusion of £6.2 million worth of savings initiatives. As noted in paragraph 3.3.2, of these savings plans, 84% of the savings had either been delivered or good progress was being made but at this stage 16% were considered undeliverable as planned and were factored into the budget forecast position. In summary, the Council would continue to seek to mitigate the overspend where possible, whilst ensuring it continued to play its full part in supporting residents and businesses.

Councillor Williams commented that it was becoming increasingly difficult to balance the budget pressures and drew particular attention to the contributions to leisure operating costs as a result of the pandemic.

The Chair expressed his disappointment that the Government's plan to address Adult Social Care had resulted in them imposing a tax increase which would seriously affect the working poor. He added that that funding would be used to shore up NHS funding and very little would make its way into Adult Social Care and it would be left to local authorities to fund. He advised that the competing budget pressures being faced by the Council meant that the Council was getting close to not being able to provide certain services anymore.

Consideration having been given to the report, it was:-

6. RESOLVED that:-

- (i) the contents of the report be noted; and
- (ii) the contingency transfers proposed at Section 3.4 be approved.

Budget Planning Framework and Medium Term Financial Plan 2022/2023 – 2025/2026

The Executive Director of Corporate Services submitted a report (copy circulated) to:-

- identify the key factors influencing the development of the Council's financial plans into the medium term and set out the budget planning framework for the Council for 2022/2023;
- set out the headlines and context for the Medium Term Financial Plan (MTFP) 2022/2023 to 2025/2026;
- set out the consultation / communication strategy for the budget 2022/2023; and
- seek a recommendation to Council for the approval of the updated Council Capital Strategy.

(For copy report – see original minutes).

Councillor Stewart highlighted that the report provided an update on the Medium Term Financial Plan through to 2025/26, setting out the key issues which would impact on the Council's financial position over the next 4 years. He explained that the report proposed the Budget Planning Framework on which the budget for next year would be based and also provided the annual update of the Capital Strategy.

Councillor Stewart drew attention to the Medium Term Financial Plan summarised at section 3 of the report which included details of the Government's funding announcements to date. He commented that Cabinet colleagues were fully aware there remained significant uncertainty in the funding system at this stage for next year and beyond, including the government's proposed move to 75% business rate retention, fair funding review and importantly the immediate impact of the recently announced Social Care Forms.

Cabinet Members were advised that Council planning was based on the best information available at this time. There remained the risk that the Council would lose out under the fair funding review but planning assumptions were currently that any changes would be financially neutral. Notwithstanding this, the combined impact of other known changes in Government funding and significant unavoidable cost pressures primarily linked to social care and the ongoing impacts of the pandemic on the wider council, meant the Council would need to deliver further significant ongoing savings in next year and beyond. In many cases this would mean cuts to the services delivered by the Council, but it had a statutory duty to balance its books each year.

Councillor Stewart reported that after taking account of these pressures and reflecting an assumed council tax and business rate increases, the funding gap stood at £56.7 million over the four years to 2025/26, including a budget gap approaching £26 million in 2022/23. He commented that the scale of this gap laid bare the chronic underfunding of local authorities after over a decade of cuts by the government.

Cabinet Members were advised that savings proposals to address the 2022/23 gap were being developed which would be considered later in the budget planning process. However, it was recognised that given the size of the gap, the uncertainty with regard to the pandemic recovery and Government funding, that earmarked reserves would be required to support the position in the short-term.

Councillor Stewart reported that whilst the Medium Term Financial Plan included assumptions in relation to council tax increases, decisions in respect of the level of increase in core council tax and any social care precept would be considered as part of the final budget proposals in February 2022. He advised that work would also continue to identify a suite of proposals to address the remaining significant budget gap into future years.

Councillor Stewart thanked Cabinet colleagues for their on-going work with Senior Officers in their support of the production of the Medium Term Financial Plan and in the continued need to develop proposals to address the position. He reported that the proposed approach to consultation and communications was set out at section 6 of the report. Feedback arising through that process, together with the outcome of the Local Government Finance Settlement planned for December would feed into the revenue budget decisions in the New Year.

Councillor Farthing echoed the comments over the Government's continued lack of commitment to addressing the underlying social care cost pressures all councils in the country were facing. She queried whether the Dedicated Schools Grant increase of 3% with the exception of Free School Meals which had a 2% uplift to the per pupil value was really "levelling up."

In response to an enquiry on the increasing fuel costs, the Executive Director of Corporate Services explained that the latest cost information had been supplied by the North East Purchasing Organisation (NEPO) and a close watch was being made to ensure that any changes were factored into the final budget proposals in February 2022.

The Chair reported that it should be no surprise that officers were working diligently with other authorities to ensure certainty in costing energy supplies. He added however that this did not reflect well on the Government's handling of the energy crisis.

Consideration having been given to the report it was:-

7. RESOLVED that:-

- (i) the summary MTFP set out at section 3 of the report and that the full MTFP 2022/2023 to 2025/2026 will be presented to Cabinet in February 2022 be noted;
- (ii) the proposed Budget Planning Framework set out at section 4 of the report which will guide the preparation of the Revenue Budget for 2022/2023 be approved;
- (iii) the consultation / communication strategy for the budget 2022/2023 as set out at section 6 of the report be approved; and
- (iv) it be recommended to Council to approve of the Council's Capital Strategy.

Procurement of Concession Contract for Large Digital Media Advertising Screens

The Executive Director of City Development submitted a report (copy circulated) to seek approval to procure and award a concession contract for the provision of Large Digital Media Advertising (LDMA) screens in the City.

(For coy report – see original minutes).

Councillor Stewart reported that the Executive Director of City Development was seeking approval for the procurement of a concession contract for the purchase, installation, maintenance and management of advertising for LDMA screens in the City and to be authorised to take the necessary steps to enter into a 5 year concession contract. He advised that the Council already had a vested interest in the LDMA screen attached to St Mary's Car Park and this procurement would result in extending the Council's interest in additional screens across the city.

Cabinet Members were advised that investment in LDMA screens would provide a valuable communication channel for the Council and potentially other partners to be able to share important messages with residents and visitors to Sunderland, not least in times of major events or where more urgent public health or public safety lines needed to be communicated. More generally, they would create a notable welcome to Sunderland at key points geographically, signifying the Council and its partners' joint vision for a dynamic and vibrant place. In addition, the Council would receive a revenue income stream from the net advertising income generated by the LDMA screens.

Councillor Farthing referred to a scrutiny review undertaken in relation to advertising and welcomed the additional income stream to the Council. She noted that the screens would be in prominent locations and was assured that advertisers would continue to want to display.

Consideration having been given to the report, it was:-

8. RESOLVED that:-

- (i) the procurement of a concession contract for the funding, purchase, installation, maintenance and management of advertising for LDMA screens in the City be approved on the terms as set out in the report; and
- (ii) the Executive Director City Development, in consultation with the Portfolio Holder for Dynamic City and the Executive Director of Corporate Services, be authorised to take all necessary steps to enter into a concession contract with the successful operator for 5 years.

Procurement of care and support services within an extra care accommodation setting

The Executive Director Neighbourhoods submitted a report (copy circulated) to seek approval to procure care and support services that were provided within an extra care accommodation setting.

(For copy report – see original minutes).

Councillor Chequer reported that the current contract for the care and support provision was due to end and as the Council still had a need to provide care and support to people living in the schemes within two extra care accommodation settings, approval was being sought to procure future arrangements in line with the Council's Procurement Procedure Rules.

Cabinet Members welcomed the report and having been advised that the contract would be place for up to four years and the value would exceed £500,000, it was:-

9. RESOLVED that:-

- (i) the procurement of care and support services that are provided within an extra care accommodation setting be approved; and
- (ii) the Executive Director of Neighbourhoods, in consultation with the Healthy City Portfolio Holder, be authorised to subsequently award contracts to the successful bidder.

At this juncture, Councillor Stewart withdrew from the meeting during consideration of the following report due to his declaration of interest as a member of the Bishopwearmouth Community Interest Company.

Elemore Eco Park and Visitor Centre / Garden Centre Project

The Executive Director of Neighbourhoods submitted a report (copy circulated) to seek approval to commence the procurement process and subsequently award the necessary contracts for the capital works required to redevelop the former Elemore Golf Course site in Hetton into an Eco Park, Cafe, Garden and Visitor Centre.

(For copy report – see original minutes).

Councillor Rowntree highlighted that in March 2021, the Council, alongside the Coalfield Area Committee, had approved funding to undertake a feasibility study, including significant resident and community consultation, to determine potential opportunities to develop the former Elemore Golf Course at Hetton, and to then undertake capital improvement works. She advised that this report reflected the outcome of those considerations.

Cabinet Members were advised that the Council intended to work with local suppliers and contractors for all works on site, wherever possible, to ensure the funding generated through the project was retained within the city. It was anticipated that, subject to required planning approvals, that the new garden centre, café, visitor centre and community space would be operational from early Summer 2022, providing a real asset for the area.

Consideration having been given to the report, it was:-

10. RESOLVED that the Executive Director of Neighbourhoods, in consultation with the Executive Director of Corporate Services and the Portfolio Holder for Dynamic City, be authorised to procure and award the necessary contracts for the capital works required to redevelop the former Elemore Golf Course site.

Councillor Stewart was readmitted to the meeting.

Development of a new café at Herrington Country Park

The Executive Director of Neighbourhoods submitted a report (copy circulated) to seek approval to commence the procurement process and subsequently award the contracts for the capital works required to redevelop the current café facilities at Herrington Country Park.

(For copy report – see original minutes).

Councillor Rowntree reported that this proposal represented part of the Council's multi-million-pound investment that accompanied its commitment to improving the facilities in its city's parks and open spaces. She advised that it would provide the Green Flag awarded Herrington Country Park with a redeveloped, modern and attractive café area that would provide the increasing number of residents and families visiting the park with greater space for both indoor and outdoor service.

Cabinet Members were advised that this development would be complete during Summer 2022 and would be a welcoming space for the families visiting Herrington Country Park.

Cabinet Members having been delighted with the proposals, it was:-

11. RESOLVED that the Executive Director of Neighbourhoods, in consultation with the Executive Director of Corporate Services and the Portfolio Holder for Dynamic City, be authorised to procure and award the necessary contracts for the capital works required to redevelop the current café facilities at Herrington Country Park.

Domestic Abuse Safe Accommodation and Support Services Strategy

The Executive Director of Public Health and Integrated Commissioning submitted a report (copy circulated) to:-

- set the national context for the statutory duty on local authorities in England to assess the need for accommodation-based support for victims-survivors of domestic abuse, and their children, in their areas and to put in place a strategy to meet the needs identified; and
- seek approval of the appended draft strategy to support the Council to fulfil its duty under Part 4 of the Domestic Abuse Act 2021 and to comply with The Domestic Abuse Support (Local Authority Strategies and Annual reports) Regulations 2021, which come into force on 01 October 2021, requiring local authorities to publish the strategy before 05 January 2022, with a draft of the strategy published 10 weeks prior (by 26 October 2021).

(For copy report – see original minutes).

Councillor Chequer reported that the Domestic Abuse Act 2021 provided improved protection for the victims-survivors of domestic abuse as well as strengthened measures to tackle perpetrators. She advised that Part 4 of the 2021 Act aimed to ensure all victims and survivors of domestic abuse had access to the right support within safe accommodation. She explained that the Act placed a duty on Sunderland City Council, as a Tier One local authority, to perform certain specified functions. This included assessing the need for accommodation-based domestic abuse support for all the victims-survivors (and their children) and to prepare, publish and put in place a strategy based on the needs assessment. In accordance with current regulations the accommodation-based strategy should be published before 5 January 2022 and a draft of the strategy at least 10 weeks prior to that date (by 26 October 2021).

Cabinet Members were advised that it was important that the Council undertake activity to meet the statutory duty outlined in Part 4 of the 2021 Act and because tackling domestic abuse and violence against women and girls had been priorities for the City for a number of years. The Council had undertaken a needs assessment, supported by partner organisations. This included an independent engagement exercise during July and August 2021 with women, with lived experience of domestic abuse and accessing local services, and with a range of stakeholders. The draft three-year Domestic Abuse Safe Accommodation and Support Services Strategy, appended to the report, reflected the recommendations of the needs assessment and stakeholder engagement. The draft strategy set out a high-level action plan for delivery of 4 strategic priorities, including measures to monitor and evaluate success.

Councillor Chequer reported that the Council had consulted with the Sunderland Domestic Abuse and Violence against Women and Girls Executive Board, recently appointed by Cabinet to support the Council to fulfil its duty under the Act and to address a wider VAWG agenda. She advised that the Executive Board endorsed the four strategic priorities and its broad content and would oversee its implementation when finalised.

Councillor Chequer reported that the Council would now engage with relevant stakeholders on the draft strategy in order to refine it. The final strategy would be submitted to Cabinet for approval in December ahead of submission to the Department of Levelling Up, Housing and Communities before 5 January 2022.

Councillor Farthing welcomed the report and that survivors and victims of domestic abuse had been consulted on the proposed strategy. She commented that an in-depth study should be undertaken on the correlation of domestic abuse with drug and alcohol abuse to ascertain what early interventions could be taken which might prevent abuse from taking place.

Councillor Farthing then drew attention to the percentage of referrals for support being turned away due to lack of capacity and was concerned about what happened to those victims when they did not receive the support they so desperately needed.

Councillor Williams commented that domestic violence was such a complex issue and welcomed that the strategy would be to support survivors-victims and children as well as working to educate the perpetrators of the abuse.

Councillor Chequer thanked Cabinet colleagues for their comments and highlighted that the next report on the agenda examined interventions as part of an Alcohol De-normalisation Programme.

The Chair commended the report and the proposed strategy. He welcomed the Council's commitment to continue to strengthen support for victims and survivors of domestic abuse.

Consideration having been given to the report, it was:-

12. RESOLVED that the draft Sunderland Domestic Abuse Safe Accommodation and Support Services Strategy 2021-2024, appended to the report, which the Council has consulted on with Sunderland's Domestic Abuse and Violence against Women and Girl's Executive Board, be approved.

Proposed extension to the Council's participation in the Regional Tobacco Control and Alcohol De-Normalisation Programme contract.

The Executive Director of Public Health and Integrated Commissioning submitted a report (copy circulated) to seek approval to extend the Council's participation in the Regional Tobacco Control and Alcohol De-Normalisation Programme (known as FRESH and BALANCE) for the period 1 April 2022 to 30 September 2024.

(For copy report – see original minutes).

Councillor Chequer reported that tobacco control and addressing alcohol harms were both complex issues and no single approach would be successful in isolation. She advised that smoking remained the key driver of health inequalities with around half the difference in life expectancy between the most and least affluent groups due to smoking. It was also the main cause of premature death in Sunderland.

Cabinet Members were advised that adult smoking prevalence in the City had continued to fall over the years, though it was still amongst the highest in the North East and in England. It was estimated that the economic burden of smoking in Sunderland was approximately £70.8 million per year.

It was then highlighted that alcohol use had significant health and social consequences for individuals, their families, and the wider community. It too contributed significantly to health inequalities in Sunderland where there were high levels of alcohol related hospital admissions compared to both other areas in the North East and England as a whole. Irresponsible use of alcohol was estimated to cost the City around £112 million per year.

Councillor Chequer reported that, however, significant progress had been made over the past decade in reducing overall smoking prevalence and embedding policies and campaigns to reduce the harms of alcohol. She explained that this had been greatly supported by comprehensive, evidence-based actions carried out at a regional and local level through the work of FRESH and BALANCE. This work had included media, communication and marketing campaigns and initiatives to promote changes to policy alongside national partners and Government.

Cabinet Members were advised that as Sunderland continued to experience significant problems with tobacco and alcohol related harms, it remained imperative to ensure that evidence-based approaches such as those undertaken by FRESH and BALANCE were sustained. Doing so would help to deliver local Health and Wellbeing Board Priorities, the objectives of Sunderland's City Plan and local Public Health outcomes. These priorities and objectives were consistent with the recommendations of the World Health Organisation Framework on Tobacco Control (2002), Smoke-free generation: tobacco control plan for England (2017) and Public Health England Evidence Review (2016).

Cabinet Members having welcomed the report, it was:-

13. RESOLVED that the Executive Director of Public Health and Integrated Commissioning, in consultation with the Executive Director of Corporate Services and the Portfolio Holder for Health and Social Care, be authorised to undertake all necessary steps to enable the Council to participate in the extension of the existing Regional Tobacco Control and Alcohol De-Normalisation Programme for the period 01 April 2022 to 30 September 2024.

Local Government (Access to Information) (Variation) Order 2006

At the instance of the Chairman, it was: -

14. RESOLVED that in accordance with the Local Government (Access to Information) (Variation) Order 2006 the public be excluded during consideration of the remaining business as it was considered to involve a likely disclosure of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information) (Local Government Act 1972, Schedule 12A, Part 1, Paragraph 3). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.

(Signed) G. MILLER,
Chair.

Note:-

The above minutes comprise only those relating to items during which the meeting was open to the public.

Additional minutes in respect of other items are included in Part II.