

EAST DEVON DISTRICT COUNCIL

Minutes of a Meeting of the Executive Board held at Knowle, Sidmouth on Wednesday, 7 February 2007

Present:

Councillors:

Miss S M Randall Johnson (Chairman)
R G Franklin (Vice Chairman)

P A Diviani
Miss J M Elson
S Hughes
S C Luxton
A T Moulding
J B Nicholson
Mrs P A Stott
A J Wilkinson

Also Present

Councillors:

Miss V Ash
Mrs M J Boote
P W Burrows
G P Chamberlain
T A Cope
D J Cox
Lt Col A J M Drake
Mrs C E Drew
C F A Gibbings
A R Giles
J A Knight

Mrs A E Liverton
G K Liverton
Ms S M Merritt
R Mudge
Mrs F I Newth
Mrs H E Parr
A W J Reed
T G Reeves
Dr H W Waterworth
S C Wragg

Dr David Radford, Chairman, Devon Primary Care Trust
Dr Kevin Snee, Chief Executive, Devon PCT

Apologies from non-Executive Board

Councillors

M J L Green
Mrs B O Taylor
Mrs E E Wragg

The meeting started at 5.30 pm and ended at 8.10 pm.

*137 **Minutes**

The minutes of the meeting of the Executive Board held on 17 January 2007 were confirmed and signed as a true record.

*138 **Ombudsman letter**

The Chairman agreed for the contents of an Ombudsman letter, received by the Chief Executive that afternoon, to be discussed in private session as a matter of urgency so that a response could be made within the time allocated by the Ombudsman.

*139 **MSC Napoli – up-date**

The Chairman up-dated Members on the situation with regard to the cargo ship MSC Napoli which had beached in Lyme Bay on 20 January 2007. Work on removing the heavy oil had progressed well. However the MET Office had forecast bad weather and stormy seas over the next few days and as a result additional precautionary measures had been put in place.

***140 Exclusion of the Public**

RESOLVED that the classification given to the Ombudsman's letter which the Chairman agreed could be taken as an urgent item be confirmed (Para 3 Schedule 12A – information relating to the financial or business affairs of any particular person (including the authority holding that information)) with the matter relating to that exempt information being dealt with under Part B of the agenda.

***141 Devon Primary Care Trust – change in arrangements and cuts to services**

At the December meeting of the Board, Members discussed and raised concerns in respect of cuts to local health care service provision and new arrangements now in place, the Devon Primary Care Trust (PCT) having taken over responsibility from the area PCTs. Members were concerned that the health care provision under the new arrangements would not meet local need and they were also alarmed by the lack of consultation.

A letter was sent to the Chairman and Chief Executive of the Devon PCT setting out the Council's serious concerns and inviting them to attend a meeting to address issues raised by the Council and answer questions.

The Chairman, Dr David Radford and Chief Executive, Dr Kevin Snee, were introduced by the Leader and thanked for their attendance and their willingness to take questions,

Dr Snee outlined the Devon PCT's service provision and resources. The PCT had assumed responsibility in October 2006 with the 6 Devon area PCTs being brought together. Change was inevitable and new processes had to be put in place. In addition the financial position was not as strong as the area PCTs thought, leaving the Devon PCT with a significant deficit of £22.3m and a very short time (before the end of the financial year) to put this right. He said that even if the service had not been centralised, each of the area PCTs would have had to put changes in place to address their own deficit. A paper circulated showed the areas of overspend which were largely in respect of acute hospital care in the Royal Devon and Exeter Hospital (RD & E). The PCT had put a recovery plan in place to address the funding deficit but acknowledged that although this could be reduced in the short time available; there would still be a deficit of £10.5m at year end.

Measures to address overspending included:

- ❑ Changes to contract management arrangements through use of national benchmarking data to rationalise levels of provision
- ❑ Reduction in wastage of medicine
- ❑ Choice of less expensive medicines subject to these being as effective as the more expensive medicines which were being used
- ❑ Temporary closure of hospital beds and of the local minor injuries units (overnight) to try and reduce the number of agency/bank staff employed. However, there had been no incidents when no beds had been available.

The PCT accepted that the situation was difficult but had tried to minimise the impact of their decision making. Urgent measures had to be taken which had meant that consultation had been minimal. The PCT wanted to work closely with Councils and other stakeholders and planned to undertake a review to develop an improved local service which met patient needs and built on the local infrastructure.

Dr Radford emphasised the main points already covered which included:

- ❑ The looming deficit was impacting across Devon. The Devon PCT had an 'open book' policy and was able to explain the decisions taken.
- ❑ The PCT had to act quickly to safeguard the service provision and arrest the daily losses.

***141 Primary Care Trust – change in arrangements (cont)..**

- Consultation had been limited as any delay would have been costly.
- The measures taken were only temporary.

Councillor Wilkinson, who had been involved with the East Devon PCT for 5 ½ years until it ceased in October 2006. There had been a close working relationship between the authority and the health providers. In addition the Corporate Director – Communities was a member of the East Devon PCT's professional executive. Councillor Wilkinson said that this close working link should be retained with the new PCT. He was concerned that the Devon PCT would not be in touch with the needs of the local communities and that withdrawing facilities and cutting services without consultation was not acceptable. It had been a mistake to act without consultation or properly informing the public, staff or GPs, as this resulted in local animosity and the PCT now had to work very hard to try to 'rebuild bridges'. A good communications plan had been lacking. He advised that the East Devon PCT had been in a strong financial position and had developed a good working relationship with local GPs. These strong relationships had been damaged by the actions taken by the Devon PCT.

Dr Radford and Dr Snee took a range of questions and gave the following responses:

- The PCT was holding meetings with GPs across Devon and was in discussion in respect of Practice Based Commissioning. (This meant that services would be planned, developed and funded around local needs within an overarching framework so that there was the most effective use of resources. Doctors/clinicians would be involved in the design and provision of services, with existing good practice examples being used.) They acknowledged that Devon was a wide and diverse area and that they needed to know what was going on locally and how to engage with front line providers/clinicians. A review of services would be carried out and there would be a period of pre-consultation before any further changes were made. GPs would be included in the decision making and in helping to progress this review.
- They acknowledged that limited consultation had taken place before the current changes had been made and apologised for this. They justified it with the scale of the problem and their need to act quickly.
- They acknowledged the important role of the League of Friends and Comfort Fund Groups. (These organisations now did not know whether to progress with their plans to further improve local hospitals and fund raise for additional facilities. Their efforts would be wasted if the hospitals were then closed by the PCT). No guarantees could be given at this stage. Of Sidmouth hospital, Members were advised that the aim was to open the new wing (part funded by the community) early in the new financial year but that this was dependent on control of costs. In respect of Budleigh Salterton hospital, no guarantee would be given although Dr Radford stressed that there was no intention to close community hospitals. Its future was dependent on the outcome of the review. The infrastructure already in place was appreciated as was the commitment of staff and local organisations but the strategic review would give future direction so that investment could be focused and best use made of existing resources. There was no guarantee that the existing infrastructure and resources would be used in the same way as in the past. The geriatric ward in Exmouth had been closed for work to be carried out. The PCT Chief Executive would find out when this would re-open and would report back.
- The PCT was not currently adopting a policy of selling off assets although an asset in central Exeter – used for administration - had been sold. No other significant assets had been sold but all would be included within the strategic review to make sure they were cost effective and that there was no duplication of provision.

***141 Primary Care Trust – change in arrangements (cont)..**

- It was felt appropriate that the state of the local area PCTs' finances had been published so that people could see the deficit problem. There was a particular deficit in respect of the area PCTs in and around Exeter (including East Devon PCT).

The contract with the Royal Devon and Exeter hospital had been under-funded. (Councillor Wilkinson advised that the problem appeared to have started in August when there had been an increase in capacity of the RD & E which local PCTs had been obliged to support.)

The PCT Chairman acknowledged that throughput at the RD & E was high and the contract meant that the local PCTs were liable to pay according to procedures carried out/payment by results. Dr Radford suggested that the situation was not the fault of the hospital but the way in which the contract had been placed. The mechanism used for calculating payment was flawed but the imbalance which resulted had to be dealt with.

- There had been temporary cuts and closures but some of these changes would be reversed early in the new financial year. In the long term, the use of the network of beds and units would be dependent on the outcome of the review.
- Overnight contraception provision issues were now being addressed.
- There had been a staffing freeze to make urgent savings. Service provision had to be reduced to match the reduction in staffing levels. This also meant a reduction in the use of bank/agency staff.
- Cuts to the minor injuries units opening hours had been planned so that there was minimal impact. (Although it was suggested that these were serviced by agency staff, Members advised that the units in East Devon were actually serviced by staff already working on the hospital wards. Every time a patient crossed the threshold of the RD & E, the PCT was charged. Members felt that the PCT would increase its cost by diverting patients away from community hospitals). The physiotherapy services had also been cut which resulted in delays in people being discharged from hospital.
- Wastage of drugs was recognised as an issue. Prescribing technicians were a valued part of good management.
- No guarantee could be given that services would not be further reduced or that all services would be reinstated. However there were no specific plans to further reduce services. Future investment would be in primary community services rather than into the acute sector.

In summing up, the Leader said that there had been a good debate and the scrutiny of the current situation had been valuable. She thanked the public for coming to the meeting and thanked non-Board Members for their valued input. She said that the debate highlighted the need for consultation and to engage with the Councillors who had been elected to represent their local communities. There was a need to recognise that the public transport network was difficult and that an aging population needed the services to be local and community based. It was vital to look at service provision from the patient's point of view. She urged the Devon PCT to engage in meaningful consultation and to allow the stakeholders to work with them so that service provision could be improved for the benefit of the local communities.

***142 Forward Plan**

The contents of the Forward Plan for the period 1 February to 31 May 2007 were noted.

***143 Matters referred to the Executive Board**

There were no matters referred to the Executive Board by the Scrutiny or Corporate Overview Committees or the Council.

***144 Minutes of Meetings of the Housing Review Board, Corporate Overview and Scrutiny Committees**

The minutes of the meetings of the Housing Review Board held on 11 January, the Scrutiny Committee of 24 January and the Corporate Overview Committee of 1 February 2007, were noted.

The draft Service Plans and Revenue and Capital Estimates 2007/08 had been adopted at the last meeting of the Executive Board. A Budget and Service Plans Task and Finish Forum had been set up specifically to consider these documents in detail. The report of this Forum had then been referred to the Scrutiny and Corporate Overview Committees.

Members noted the proposal of the Corporate Overview Committee to include £5,000 for additional lighting on Seaton Cliff Field and for the deletion of specified water safety equipment. It was suggested that a review of water safety issues at Exmouth should be considered in discussion with all involved to try to achieve an improved and co-ordinated service.

RESOLVED (1) that the following decisions be noted:

Scrutiny Committee Minute 41	that the Terms of Reference of the Member Involvement in the Political, Advisory and Decision Making Arrangements of the Council Task and Finish Forum be agreed.
Minute 42	that the advantages and disadvantages of entering Britain in Bloom be included in the Scrutiny Committee Forward Programme before spring 2008.
Minute 44	that the Anti Social Behaviour Task and Finish Forum Report be considered at the meeting to be held on 14 February 2007 and the Fees and Charges Task and Finish Forum follow up questions be put back to the 21 March 2007 meeting.

(2) that the following recommendations be approved,

Housing Review Board Minute 55 (2)	that service level agreements between the Housing and Social Inclusion Service and Street Scene Services, and support services be reviewed before the next round of budgets.
Minute 56 (2)	that the Housing and Social Inclusion Service Plan for 2007-2010 be reviewed again by the Housing Review Board in January 2008, as well as any interim reviews which may be considered necessary.
Minute 57	that the principle of a tenant profiling exercise being undertaken in 2007 be agreed, subject to the draft questionnaire being considered by the Housing Review Board first.

*144 **Minutes of Meetings of the Housing Review Board, Corporate Overview and Scrutiny Committees (cont)..**

Minute 58 that the principle of redeveloping Exebank and Danby House, Exmouth to create additional homes and 'extra care' facilities be agreed.

Scrutiny Committee
Minute 42 that the head count details included in all Service Plans in future be shown as 'full time equivalent' figures

that the offer from Sidmouth Town Council to take over the Sidmouth seafront shelters be looked into

(3) that the following recommendations be taken into account when the relevant agenda items are considered later in the meeting:

Housing Review Board
Minute 55 that the 2007/08 Housing Review Account be approved.

Scrutiny Committee
Minute 42 that the budget for the Community Fund Panel be increased from £20,000 to £22,000 for 2007/08

Corporate Overview Committee
Minute 35 (1) that the draft Service Plans and Revenue and Capital Estimates be approved with the exception of :
a) the deletion of the £33,000 proposed for replacement Boat Rib and Engine, Quad Bike and Jet Ski and no money be spent on any existing equipment;
b) the addition of £5,000 for lighting on Seaton Cliff Field Strip.

(2) that the additional paragraph on the requirement of BVPII 166, to the Environmental Health and Health Equalities Service Plan be accepted.

(4) that the following be forwarded to Council and recommended for approval

Housing Review Board
Minute 56 that the Housing and Social Inclusion Service Plan for 2007-2010 be approved,

Minute 60 that the candidate detailed in the report be appointed to the Housing Review Board as an Independent Community Representative,

Scrutiny Committee
Minute 42 that de-commissioned sheltered housing be subject to Section 157 of the Housing Act 1985 to prevent the properties being purchased as second homes.

*145 **Transforming Public Services in Devon**

The submission made on behalf of the local authorities in the Devon two-tier (county) area in response to the Local Government White Paper had been included on the agenda for Members' information. It was anticipated that if the submission passed the first phase, then the stakeholders would be consulted. When the Government advised how it wanted to progress the bids received, the matter would be referred to the Board for detailed consideration. Members were concerned that if Exeter was given unitary status, there would be a significant local impact and would result in Exmouth being the largest town in the remaining county area.

146 **Service Plans, Revenue & Capital Estimates 2007/08 – key decision**

Members considered the report of the Head of Finance which incorporated the changes recommended by the Scrutiny and Corporate Overview Committees in the body of the report although not in the recommendations. The Committees had recommended an increase of £2,000 to the Community Fund Panel (Scrutiny Committee Minute 42) and deletions of £33,000 proposed for Street Scene water equipment with the addition of £5,000 for lighting on Seaton Cliff Field Strip (Corporate Overview Committee Minute 35).

The Council was also required to set prudential indicators as part of the budget setting in compliance with the Prudential Code for Capital Finance in Local Authorities and these had been appended to the report.

The Scrutiny Committee had focused on whether each service had sufficient budget to achieve the targets for its Performance Indicators. The Committee had made a number of recommendations including a request to increase the Community Fund by £2,000. This addition had not yet been formally added into the budgets but it was hoped that it could be achieved through savings. A clearer position would be reported at the Council meeting.

The Corporate Overview Committee had focused on whether each service had sufficient budget to achieve its Service Plan actions and the relevant Corporate Strategy priorities. The Committee had recommended deletion of Street Scene water equipment and this is reflected in recommendation 3. However, it was suggested that Officers should revisit this item to see if the equipment could be reprioritised and the requirement reduced, based on relevant beach management issues and a submission for a reduced amount be considered for inclusion at a later stage.

The Leader thanked Councillor G Liverton who had facilitated the one-off Budget and Service Planning Task and Finish Forum which had been set up specifically to consider the documents in detail.

The Portfolio Holder – Resources advised that the service planning and budget process had been useful and transparent and gave all Members the opportunity to input their views. He was supportive of the Invest to Save Initiative included in the report. He felt that procurement was an ideal area in which this could be used to make further efficiencies.

The items agreed at the last meeting of the Executive Board for one-off expenditure had been included within the budget. Areas of expenditure for possible further savings on the 2006/07 General Fund budget had also been identified.

The use of the Business Grown Incentive Scheme grant was raised. This had been used for business growth within the district. Although significant resource had been diverted to the growth area east of Exeter to achieve the right standard of development, the need to support local economic growth throughout the district was acknowledged.

146 **Service Plans, Revenue & Capital Estimates 2007/08 – key decision (cont)**

- RECOMMENDED**
- (1) that the savings made on the 2006/07 General Fund budget will be used in 2007/08 on the following items of one-off expenditure included in the budget;
- £ 95,000 one-off costs of District Elections.
 - £130,000 to fund increasing cost of the existing concessionary fare scheme.
 - £100,000 contingency for job evaluation appeals and any possible equal pay claims.

- (2) that any further anticipated savings on the 2006/07 General Fund budget be used in 2007/08 on the following items currently not included in the 2007/08 budget, under the condition that the Council maintains its adopted General Fund Balance;

- Training of Parish Council Clerks (£5,000), Local Democracy Week (£2,000) and funding of Community Safety Officer if external funds are not provided (£38,000)
- Any additional savings to be used to create an Invest to Save Fund

The details and sums to be presented to the Executive Board in the Revenue and Capital Outturn Report in June 2007 when the final year end position was known.

- (3) that the Service Plans and Net Revenue General Fund Estimates of £6.347m, the Housing Revenue Account Estimates of a net deficit of £0.273m and the Capital Estimates of £3.675m for 2007/08 be approved,
- (4) that a 10 year loan be obtained to finance the capital investment in the new refuse and recycling contract (estimated at £1.150m),
- (5) that a Council Tax requirement be set for 2007/08 at £6.347m with a resulting Council Tax Band 'D' of £113.16 (annual increase of £3.71 or 3.39%),
- (6) that Council House Rents be increased from 2 April 2007 in line with the Government Social Rent Reform guidelines with the general increase being given at 4.1%, equivalent to a £2.17 a week increase,
- (7) that Council garage rents be increased from 2 April 2007 by 10% to £7.30 per week (excluding VAT where applicable),
- (8) that the Prudential indicators detailed in Appendix A to the report be adopted.

*147 **Revenue and Capital Monitoring report 2006/07 – month nine**

Members considered the report of the Financial Service Manager in respect of the Council's overall financial position at Month Nine. The budget variations had been identified within the month together with an assessment of how these variations would continue until the end of the financial year and the subsequent effect on the Council's overall reserves and balances.

It was reported that the Council's financial position had deteriorated by £40,060 since the month eight report due mainly to a payment made to the District Valuer in relation to the Leisure East Devon transfer (£10k) and compensation payments in Development Control (£22k).

Overall there was a healthy under-spend in the General Fund and there was potential for that balance to increase further by the end of the year. The Corporate Director – Economy would discuss the Seaton seafront lighting issues with the Ward Members.

RESOLVED that the variances identified as part of the Revenue and Capital Monitoring process for month nine of 2006/07 be noted, including the effect on the Council's Reserves and Balances.

*148 **Performance Monitoring report – December 2006**

Members considered the performance monitoring report at the same time as the revenue and capital monitoring report. Members noted that in respect of BV109b (Planning applications – minor applications determined within 8 weeks), performance showed a marked improvement. The section was now fully staffed.

The Corporate Director – Central Services advised that it was important for East Devon to improve its own performance but also to improve against national benchmarks.

RESOLVED that the performance and proposed remedial action against key performance indicators for December 2006 be noted.

*149 **Concessionary bus travel 2008**

Members considered the report of the Corporate Director – Economy updating Members on the Concessionary Bus Travel Bill which was progressing through Parliament. This national scheme would be operative from April 2008 and would provide persons of aged 60 and over, together with disabled people, free off-peak bus travel on local services anywhere in England. Additional funding would be made available by the Government but details of how this would be allocated had yet to be announced. There was concern that the arrangements may not take into account the unique or specific needs of individual authorities. Reimbursement arrangements for the scheme could be centralised from Travel Concession Authorities to the county council or Secretary of State. Members felt that centralising payment would simplify the scheme and take out unnecessary layers of bureaucracy.

RESOLVED that the Council advises the Departments of Transport and Communities and Local Government of its support for the proposition that concessionary travel reimbursement and administrative functions be centralised with the transfer of responsibility for these functions from Travel Concession Authorities.

150 Sidmouth summer bus service 2007

Members considered the report of the Corporate Director – Economy in respect of a request for financial support for the 2007 Sidmouth free summer bus service. The Council had provided £5,000 toward the cost of running the service in 2006. The service cost just over £23,000 and was financed from contributions from the Town, District and County Councils together with funding from the Sustainable Development Fund and Sidmouth Businesses. The service had been well received by local residents and tourists to the area. The initiative supported the use of out-of-town car parks and helped alleviate the parking problems during the busy times of the year.

The Service working party proposed to operate a similar service in 2007 to that run in 2006. Funding was no longer available from the Sustainable Development Fund and to compensate for this loss, the report suggest that charging could be introduced. The service, if registered, would not be exempt from the concessionary scheme and any person carrying a relevant bus pass could travel free of charge with the operators claiming reimbursement from East Devon.

It was suggested that the Council should provide a notice or sign to be displayed on the buses to advise that the Council was a sponsor of the free service.

RECOMMENDED that £5,000 financial support be made towards the cost of the Sidmouth summer bus service in 2007, with the support being conditional on fares not being charged,

***151 Green Infrastructure Project Officer: Temporary Appointment**

Members considered the report of the Policy and Conservation Manager setting out the need for a Green Infrastructure study for the East of Exeter developments. Members were asked to approve the temporary appointment of an officer to carry out the work, the post being funded with £10,000 from East Devon District Council, £10,000 from Exeter City Council and £20,000 match funded from Natural England.

RESOLVED that the temporary appointment of an officer to carry out a green infrastructure study for the East of Exeter Joint Area Action Plan at Grade 7 (SCP 33) be approved.

***152 Planning and Listed Building Appeals**

Members considered the report of the Head of Planning and Countryside Services giving an internal overview of the current situation regarding planning appeal statistics over the last few years. At the last meeting of the Board, Members had again raised concerns in respect of the very sharp increase in the success rate of planning appeals. It had been suggested that the down turn was as a result of the tight targets for processing applications, lack of consultation and use of delegated powers.

The statistics given in the report showed that since 2003 until mid 2006, the Council's performance had remained relatively steady. However a tranche of successful appeals late in 2006 had altered the balance of the statistics. The new Development Control Manager had been tasked to assess the quality of decisions being taken by the Council to see if the problem lay with the Council's decisions or with the Planning Inspectorate and to analyse the decisions to see if any trends could be identified which could assist with future decision making. When this study had been undertaken, a further report would be referred to the Executive Board for detailed consideration.

RESOLVED that the report be noted and a follow up report analysing the actual planning appeal decisions of 2006/07 be prepared for a future Executive Board meeting.

153 **Play Strategy for East Devon**

Members considered the report of the Corporate Director – Communities in respect of the up-dated Play Strategy. There had been significant consultation prior to the review being carried out and gaps in provision had been identified. The Government was providing funding for local authorities to adopt a play strategy based on consultation, research, a series of priorities and schemes. The purpose of the strategy was to encourage new opportunities for play and for the Council to take a multi-agency approach. The draft document had been compiled by a multi-agency working group which had been engaged in consultation.

Members were advised that the advantage of having a play strategy in place was that the Council could then bid for the £200,000 funding available for projects in East Devon

The Council was particularly promoting bids in respect of play provision for young adults, disabled people and for all weather facilities. Parish and Town Councils had been advised of these key areas and the sort of schemes that this Council would support. A significant number of bids had been submitted and these were being prioritised.

The work of the Young People's think tank had been useful and Councillors Miss Elson, Mrs Stott and Peter Jeffs were thanked for the successful work they had carried out in engaging with young people and getting a good idea of the facilities they would like to have.

RECOMMENDED that the Play Strategy for East Devon be adopted.

154 **Adoption of revised Asbestos Policy**

Members considered the report of the Property Services Manager setting out the proposed changes to the existing Asbestos Policy following review.

RECOMMENDED that the revised and up-dated Asbestos Policy be adopted.

155 **Programme of Council, Executive Board and Committee Meetings 2007/08**

Members noted the draft programme of meetings for 2007/08.

- RECOMMENDED**
- (1) that the 2007 Annual Meeting of the Council be held on Wednesday, 23 May, commencing at 6.30 pm,
 - (2) that the draft programme of meetings for submission to the 2007 Annual Meeting be approved.

*156 **Exclusion of the Public**

RESOLVED that under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description set out at minute 140 above in respect of the urgent item: Ombudsman's letter is likely to be disclosed and on balance the public interest is in discussing the items in private session (Part B).

*157 **Ombudsman letter**

Members were advised that a letter had been received from the Ombudsman that afternoon in respect of a complaint which he had been investigating. A reply was required by 20 February and so the matter had been brought forward as a matter of urgency. Members noted the contents of the letter and the Ombudsman's assessment of the particular situation. It was suggested that the Council should take positive action to learn from the points raised in the letter.

RESOLVED

- (1) that the Chief Executive be given authority to agree a local settlement up to the amount indicated in the letter and also to clarify a number of points raised by the Ombudsman,
- (2) that the Corporate Director – Economy prepare a report for submission to the Audit and Corporate Governance Committee to ensure that the learning points raised as a result of this matter are actioned and that further appropriate assessment of relevant issues be initiated.

Chairman Date