

CABINET

Minutes of the Cabinet meeting held in the Town Hall, Denbigh on Tuesday 25 March 2003 at 10.00 a.m.

PRESENT

Councillors P A Dobb, Lead Member for Health and Wellbeing; E C Edwards, Lead Member for Safeguarding our Communities; M A German, Lead Member for Sustainable Development and Environment; R W Hughes, Lead Member for Lifelong Learning; G M Kensler, Lead Member for Promoting Denbighshire; D M Morris, Lead Member for Communications; E A Owens, Lead Member for Finance; J A Smith, Lead Member for Social Inclusion; W R Webb, Lead Member for Property and Asset Management and E W Williams, Leader and Member for Economic Wellbeing.

Observers: Councillors J Butterfield; M Ll Davies; S Drew; M M Jones; P M Jones; R E Jones; N Hugh Jones, and P O Williams.

ALSO PRESENT

Chief Executive; Deputy Chief Executive / Corporate Director: Resources; Financial Controller and the County Clerk.

1189 URGENT MATTERS

Item 16 Capital Projects Bid - extra bid referred from Asset Management Committee.

1190 MINUTES OF THE CABINET [CABINET 2002 - 01]

[i] The Minutes of the Cabinet meeting held on 25 February 2003 were submitted.

Item 7 - Representation on WLGA Council: Councillor W R Webb about membership on the LGA and reminded Members that Cabinet had only agreed not to attend the LGA Annual Conference in the previous years and that Members still required information on meetings. The Chief Executive said the Denbighshire membership of the LGA was the same as for the WLGA.

Item 10 - WNWPO Consortium: In reply to Councillor G M Kensler's question on the procurement policy for Denbighshire, Councillor E A Owens said provision of the policy was on schedule and would be produced once the WNWPO issue had been resolved.

RESOLVED that subject to the above the Minutes of the Cabinet meeting held on 25 February 2003 be approved as a correct record and signed by the Deputy Leader.

[ii] The Minutes of the Urgent Cabinet meeting held on 4 March 2003 were submitted.

RESOLVED that the Minutes of the Cabinet meeting held on 4 March 2003 be approved as a correct record and signed by the Deputy Leader.

1191 HUMAN RESOURCES STRATEGY [CABINET 2003 - 30]

Councillor D M Morris presented the report seeking Members' adoption of the proposed Human Resources Strategy.

The Head of Personnel detailed the Strategy to Members in the form of a presentation which outlined the framework which the Council would need to adopt to create a modern, empowered, flexible workforce, with the people agenda needing to reflect changes to working practices to meet the challenge of the Modernising Agenda.

Councillor P A Dobb reminded Members and officers that part of her role as 'champion for older people' was to ensure that older people were given the same opportunities as younger people.

In reply to Councillor G M Kensler's question on recruitment and retention of the best people in their role, the Head of Personnel said the Authority had various policies in place e.g. the Policy on Bullying would be

presented to the next meeting of Council and appropriate staff would be trained. Exit interviews were also carried out as a matter of course but no one cause had been identified for staff leaving their employment with Denbighshire County Council.

Members agreed it was essential for Denbighshire to receive IIP status and it was hoped this would be achieved by December 2003.

RESOLVED that Cabinet agree to adopt the Human Resources Strategy.

1192 BEST VALUE REVIEW OF RESIDENTIAL HOMES [CABINET 2003 - 31]

Councillor P A Dobb presented the report seeking Members' agreement that the Council, through its Procurement Strategy, seek initial expressions of interest from potential partners, including the NHS, to secure the long term and future needs of the residents and staff of the homes (Option 4/5). In the event that potential partners were not acceptable, the Council would further investigate securing the level of investment to safeguard the future of the homes. (Option 2). Members were asked to agree that urgent progress be made on Terms and Conditions.

Councillor W R Webb voiced his concerns regarding the possible partnerships with the various associations and felt that to date, none of the associations had met the Authority's criteria. He also expressed concern regarding paragraph 2.3.7 Terms and Conditions of existing staff and said no progress had been made. Staff were concerned with regard to their pay and conditions.

Councillor G M Kensler said it was important to retain option 2 of the report. She also said that England was looking to amending their care standards as they were currently unviable. Councillor Kensler reminded Members that the minimum wage for staff would increase.

Councillor E A Owens said the care of residents and staff was of the greatest importance but that making no changes was not an option. At least £1m would be required to bring the care homes up to the required standard.

Councillor E W Williams said option 2 required in depth consideration. He also suggested that minutes of the Member / officer working group should be made available to all Cabinet Members. The Chief Executive agreed that minutes of the working group would be provided for all Members. The Chief Executive also reminded Members that a decision was required otherwise the Authority could face possible criticism from the Audit Commission for not progressing the best value review.

Councillor R W Hughes said any decision taken was for the long term future of the residents of our care homes, whereas the Welsh Assembly Government were not currently making long term policies for care homes.

At the invitation of the Chair, Councillor J Butterfield, Chair of Personal Services Scrutiny Committee spoke and said the Care Homes Panel had scrutinised the options in the paper and said in her view there was no need to return the paper to the Scrutiny Committee for further deliberation as this would only delay matters. She urged Members to make the decision, which had been 2 years in the making.

Both Councillors G M Kensler and W R Webb abstained from voting.

RESOLVED that:

[i] *Members agree that the Council, through its Procurement Strategy, seeks initial expressions of interest from potential partners, including the NHS, to secure the long term and future needs of the residents and staff of the homes (Option 4/5).*

[ii] *In the event that potential partners are not acceptable, the Council will further investigate securing the level of investment to safeguard the future of the homes. (Option 2).*

[iii] *Urgent progress is made on Terms and Conditions.*

1193 BEST VALUE REVIEW OF GREEN SPACES [CABINET 2003 - 32]

Councillor M A German presented the report for Members to note the findings of the Green Spaces Best Value team, and to adopt the recommendations identified in the Options Appraisal Report (see Appendix 1 for Executive Summary). Members were asked to adopt the Improvement Plan for Green Spaces and to consider and adopt the revised Aims and Objectives drawn up by the review team for the future management of Green Spaces. Agreement was also sought that the current grounds maintenance contracts could be "rolled over" from 31 March 2003 pending the re-tendering of a new contract for the maintenance of Green Spaces no later than the 1 April 2004.

Councillor E C Edwards expressed his disappointment that the review had not been considered by the Environment Scrutiny Committee before being presented to Cabinet. He emphasised the important strategies and objectives outlined on pages 11 and 12 of the Review and said it was an opportunity to give something back to the people of Denbighshire.

The Chief Executive, in reply to Councillor G M Kensler's query on the date at 1.4 of the report, said it was important to have the contracts in place before April 2004.

Councillor P A Dobb said it was essential that the contractors should provide the same level of service across the County.

The Deputy Leader also emphasised the need for the Environment Scrutiny Committee to consider the report and suggest improvements if appropriate.

RESOLVED that Cabinet adopt the recommendations outlined within the Option Appraisal Report, and the Improvement Plan, appended to the report. Cabinet note that further investigation works are being undertaken, which will lead to further recommendations for the improvement of this critical area of service. It was further resolved that Education Scrutiny Committee be asked to consider the report and suggest improvements if appropriate.

1194 REVIEW OF DECISION BY CABINET - TRANSPORT [FLEET MANAGEMENT / MAINTENANCE] BEST VALUE REVIEW. [CABINET 2003 - 33]

Councillor R E Jones, Chair of Resources Scrutiny presented the report asking Cabinet to review its previous decision with regard to the Best Value Review [Fleet Management / Maintenance] and in particular the decision not to pursue the recommendation of seeking to establish a central depot at Denbigh. Councillor Jones queried how Cabinet could arrive at a decision in its January 2003 meeting, when the appendix attached to the current report had not been available.

Councillor Jones and Councillor G M Kensler outlined various parcels of land in Denbigh which could possibly be suitable for use as a depot.

The Head of Highways and Transportation said the site would be working 24 hours a day at certain periods of the year. He emphasised that depot facilities were required by 2004. He said that a commercial in-house operation would best service the County.

Councillor E C Edwards said he supported a central depot at Bodelwyddan for 24 hours a day working but suggested a small service depot should be provided for Ruthin, Corwen and Llangollen.

Councillor W R Webb said there had been some confusion at the recent Asset Management Committee meeting, and he sympathised with Councillor Kensler.

In reply to Councillor R E Jones' comment that the sale of 3 potential sites was now on hold, Councillor E W Williams said he did not wish to send the wrong signal to businesses wishing to move into the area and the potential loss of jobs.

Councillor M A German suggested reviewing the decision within a timescale.

RESOLVED that:

- [i] Cabinet agree that, before the next Cabinet meeting, officers investigate the possibility of a fleet depot site being located in Denbigh
- [ii] Dependent on the outcome of the investigations at [i] above, Cabinet reconsider its original decision.

1195 CORPORATE PARENTING STATEMENT AND CHECKLIST FOR ELECTED MEMBERS [CABINET 2003 - 34]

Councillor J A Smith presented the report seeking Cabinet approval of the Statement of Corporate Parenting and the corporate parent checklist; and to agree the principle of a Council launch for the Statement and checklist to ensure appropriate status was given to it and to support corporate delivery. Councillor Smith informed Members that appropriate references to education would be included.

Councillor E A Owens welcomed the report but suggested that the first sentence of the 4th paragraph of Appendix 1 be amended, as not all children remaining at home had caring and loving parents. The Corporate Director: Personal Services agreed to re-word the paragraph.

RESOLVED that, subject to the above, Cabinet approves the Statement of Corporate Parenting and the corporate parent checklist; and agrees the principle of a Council launch for the Statement and checklist to ensure appropriate status was given to it and supports corporate delivery.

1196 COMMUNITIES FIRST - WEST AND SOUTH WEST RHYL [CABINET 2003 - 35]

Councillor J A Smith presented the report asking Members to continue to support the creation of a Communities First Partnership and to approve the progress report.

Councillor E C Edwards emphasised the importance of the document and said that Denbighshire had already missed out on one year of Community First monies. He said that both the Crime and Disorder Partnership and the Policing Priority Areas were progressing well but was disappointed with Interreg which had been slow in accessing funding.

Councillor R W Hughes informed Members that Meliden was now the third most deprived ward in Denbighshire and there was a need to look at the areas which were becoming more deprived.

Councillor E W Williams detailed Rhyll Going Forward and said the long term view was essential.

Members agreed with Councillor G M Kensler's suggestion that 'monitoring' be added to the Resolution.

RESOLVED that Cabinet accept the progress report and agrees the Authority continues to play a major role in creating, participating in and monitoring the Communities First Partnership.

1197 TAITH CONSTITUTION [CABINET 2003 - 36]

Councillor M A German presented the report seeking Members' approval in principle to the setting up of a TAITH Board comprising an Elected Member from each of the six North Wales Authorities, and subsidiary groups.

RESOLVED that Members:

- [i] approve in principle the setting up of a TAITH Board and subsidiary groups as detailed in Section 2 of the report
- [ii] authorise the County Clerk, Corporate Director: Resources and other relevant officers to contribute to the formalising of the Constitution
- [iii] receive a further report to seek approval for the final version of the Constitution.

1198 FURTHER DELEGATIONS [CABINET 2003 - 37]

The Chief Executive presented the report seeking Members' approval of the following delegations:

A. the decision to determine whether to award Hardship Relief, if any, to taxpayers is delegated to the Lead Member for Finance, to a limit of £20k.

B. the approval of fee increases paid by the Authority to providers (e.g. Nursing Homes and Residential Homes) are, if within budget, delegated to the Lead Member for Health and Well being.

C. subject to D, that Cabinet delegate the appointment of the Fostering Panel under regulation 24 of the Fostering Services (Wales) Regulations 2003 to the Chief Executive.

D. the appointment of a local authority member under regulation 24(3)(c) of the 2003 Regulations should be delegated to the Lead Member for Social Inclusion.

Councillor P A Dobb asked whether the delegated limit of £20k for hardship relief should be limited to £10k. The Chief Executive explained that as Lead Members could authorise the write off of grants to a limit of £20k the hardship relief limit was in line with such delegated authorities.

Councillor P A Dobb, whilst agreeing to the delegations at B, C and D above, voted against the limit of £20k at A above.

RESOLVED that:

[i] Cabinet delegates the decision to determine the amount of Hardship Relief, if any, to taxpayers to the Lead Member for Finance, to a limit of £20k.

[ii] Members agree that approval for fee increases, within budgetary resources, for residential and nursing home provision be delegated the Lead Member for Health and Well Being.

[iii] Members agree that appointments to the Fostering Panel be delegated to the Chief Executive except that the Lead Member for Social Inclusion be given delegated powers to appoint an Elected Member to the panel.

1199 URDD NATIONAL EISTEDDFOD 2006 [CABINET 2003 - 38]

Councillor G M Kensler presented the report seeking Members' approval to earmark funding of £300k as a contribution to the 2006 Urdd National Eisteddfod at the Royal International Pavilion site, Llangollen following the Cabinet's previous decision to agree in principle to invite the Urdd Eisteddfod to Denbighshire.

Councillor W R Webb questioned whether the £60k set aside for major events within the County had been solely allocated to the Urdd National Eisteddfod. If this was the case, any other major events within the County would be deprived of a possible grant payment from the special events budget. He said that a bid for the Llangollen International Eisteddfod for £10k had failed in the recent budget round. Councillor R W Hughes agreed with Councillor Webb and said one-off events such as the Urdd should be allocated separate funding.

The Deputy Leader asked whether the cost implications in paragraph 4 of the report were included in the £300k or were in addition. It was confirmed they were additional by the Assistant Director: Culture and Leisure.

Councillor E W Williams said he supported the £300k allocation and that his recollection of the annual £60k set aside for the Urdd was that it would not be included in the first year. The Urdd would proceed with the Eisteddfod once the £300k allocation had been confirmed and the sum involved could be paid in 2007.

The Chief Executive reminded Members that the major events money could not be allocated for minor events and asked whether Cabinet wished to overturn their original decision of allocating £60k for major events.

Councillor E A Owens reminded Members that at the Urdd presentation in 2002 Cabinet had agreed in principle to allocate £300k to the Eisteddfod. Additional monies towards the cost of staging the Eisteddfod would need to come from Revenue. Councillor Owens emphasised that in two years the Authority would be facing a tight budget and that there would possibly be no spare capacity in the third year. She suggested that the Urdd request contributions towards any associated costs in addition to the £300k grant.

The Assistant Director: Culture and Leisure said the Cabinet had previously agreed support in principle for the Eisteddfod and the Urdd now required written confirmation of the £300k support and also further significant support in kind towards staging the event, for example for highways.

After further discussion, Councillor W R Webb said he supported the grant of £300k to the Urdd. However he expressed disappointment that the £60k contribution to the major events fund would not be available to support other events.

The Corporate Director: Resources suggested that a better understanding of associated costs was required and agreed with Councillor E A Owens that the Authority would be facing tight budgets in the next few years.

RESOLVED that Members approve expenditure of £300,000 having been set aside annually in equal instalments from 2002/2003 to 2006/2007 to grant aid Urdd Gobaith Cymru to stage the 2006 Urdd National Eisteddfod on the Royal International Pavilion site, Llangollen.

1200 APPROVAL OF SUPPLEMENTARY PLANNING GUIDANCE: NOS 2, 15 AND 16 [CABINET 2003 - 29]

Councillor M A German presented the report seeking Cabinet approval of Supplementary Planning Guidance Notes numbers 2, 15 and 16, attached to the report, for use in development control.

RESOLVED that Cabinet approve the Supplementary Planning Guidance Notes 2, 15 and 16 attached to the report and recommend for adoption by Council.

At this juncture (1.00 p.m.) the meeting adjourned for 45 minutes to allow Members to participate in refreshments.

1201 REVENUE BUDGET 2002/03 [cabinet 2003 - 40]

Councillor E A Owens presented the report in the light of the latest budget performance figures for 2002/03 and sought Members' support for the requirement for the Lifelong Learning Directorate to take appropriate measures to review service provision. Members were also asked to approve the appointment of a qualified accountant within the Management Accounting Unit in the Resources Directorate to provide the capacity required within the Lifelong Learning Directorate to enable it to discharge its Management Accounting responsibilities across all its services.

Councillor Owens emphasised that the Authority would not come in on target in 2002/03. The overspend would have implications on the aim to have £1m in reserves. She thanked the officers for the detail provided in the appendix to the report. Councillor Owens expressed her concern that the recovery plan was not on target, which would have implications for the 2003/04 education budget as the education overspend would be carried over to the following financial year and that setting and administering the Education budget, particularly SEN and Transport, required further consideration. She said the appointment of a qualified accountant to the Resources Directorate would allow the Education department to be proactive in committing expenditure.

Councillor E C Edwards asked which Directorate the new appointee would come under. Councillor Owens said the new appointee would be responsible to the Corporate Director: Resources but with links to the Corporate Director: Lifelong Learning.

Councillor P A Dobb expressed her disappointment at the overspend in the Education budget, especially as extra monies had been allocated to the budget the previous year. She hoped the overspend would be brought in line as soon as possible.

The Chief Executive agreed it was disappointing that Education had overspent and said the SEN and Transport budgets did not accord with the Policies, therefore either the Policies or the budget should be changed accordingly.

The Corporate Director: Resources said Lifelong Learning required high quality financial support for the many projects currently ongoing in the department e.g. Integrated Resource Centres, Tir Morfa, Plas Brondyffryn, Managing School Places and the ELWa/Objective 1 projects.

The Corporate Director: Lifelong Learning welcomed the opportunity to improve capacity within the Directorate. She said the SEN budget has a 3 year agreement to work towards coming in within budget. Ysgol Tir Morfa, Managing School Places and the Review of the Transport Police were key to future efficiencies.

RESOLVED that:

[i] *Members note the projected outturn position and its impact on the strategy to deliver balances of £1.0m by the end of 2002/03 and emphasise the requirement for the Lifelong Learning Directorate to take appropriate measures to review service provision and improve budgetary control.*

[ii] *Members support the proposal to appoint a qualified accountant to the Management Accounting Unit within the Resources Directorate, to be engaged for the purposes of improving the quality and accuracy of the management accounting information currently produced and improve budgetary control within the Lifelong Learning Directorate.*

1202 AUTHORISATION OF SINGLE TENDER ACTION [CABINET 2003 - 41]

Councillor M A German presented the report informing Members that the Head of Planning Services has authorised a single tender procedure in relation to works urgently required to the former Gwasg Gee buildings, Chapel Street, Denbigh.

RESOLVED that Members note the authorisation by the Head of Planning Services on 05.03.2003 for the single tender procedure for undertaking the urgent works to Gwasg Gee, Chapel Street, Denbigh up to £20,000 in value.

1203 URGENT ITEMS [CABINET 2003 - 42]

There were no Urgent Items.

QUESTION AND ANSWER SESSION

Five questions had been received from Councillor R E Jones:

- 1 Rhewl County Primary School: Councillor E W Williams said the Local Member, Councillor A E Roberts could nominate governors and that the Lead Member for Lifelong Learning would take a delegated decision on the appointment. Councillor R E Jones said he had made a nomination two months previously.
- 2 Severance Payments: Councillor E A Owens said the Welsh Assembly Government had made no agreement to date to assign funds for possible severance payments. Councillor R E Jones said the initial information regarding possible severance payments had said 12 months notice was to be given by interested parties. The Chief Executive, said once the Welsh Assembly Government had made a decision on whether or not to proceed with such a scheme, the information would be available to all Councillors.
- 3 WLGA: With regard to WLGA reports, Councillor E W Williams said papers for WLGA meetings were usually received on Mondays for meetings held on Fridays. The Chief Executive said that any information regarding the aims and work of the WLGA would be found on their web site and agreed that summaries of WLGA Co-ordinating Committee meetings would be circulated to Group Leaders in addition to the minutes of meetings which were already so circulated.
- 4 Area Partnerships: Councillor E W Williams said that meetings would be held in May/June 2003 to discuss the way forward for each area and that it was too early to assess overall progress as the new Area Partnership Managers had only been in post for two months. Councillor R E Jones

said it would be useful if the areas were able to learn from one another. It was agreed to adopt Councillor E C Edwards suggestion that minutes from one area partnership group should be circulated to the other three area partnership groups.

- 5 Overseas Visits: Councillor E W Williams said a report on the Brussels visit had been circulated and that a report on a visit to Ireland regarding Interreg would be provided in the future. No report had been prepared on the visit to Ireland in October 2002.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 8 and 12 of Part 1 of Schedule 12A of the Local Government Act 1972.

1204 CAPITAL PROJECT BIDS [CABINET 2003 - 43]

Councillor W R Webb presented the report seeking Cabinet approval to the applications for capital funding submitted against the Community Projects Block Allocation as detailed in the Appendices to the report.

Appendix 1 / 1 Approve.

Appendix 1 / 2 Reject, in accordance with the Scrutiny Committee recommendation - the application in its current form does not meet the requirements of the Community Projects scheme.

Appendix 1 / 3 Defer - evidence of local / community involvement required, application to be resubmitted.

Appendix 1 / 4 Approve.

Appendix 1 / 5 Defer. Establishment of a Community Group will enable the application to conform with the principles of the Community Projects Scheme.

Appendix 1 / 6 Approve.

The Chief Executive asked for Members' endorsement of the Asset Management Committee recommendation of approval of £8k from the Match Funding Block for Corwen Pavilion. Agreed.

RESOLVED that Cabinet agrees:

[i] the individual recommendations as set out above for each project in Appendices 1 / 1 to 1 / 6 attached to the report

[ii] the allocation of £8k from the Match Funding Block Allocation for 2003/04 for the Corwen Pavilion Feasibility Study.

1205 APPOINTMENT OF CONSULTANTS [CABINET 2003 - 44]

The Deputy Chief Executive / Corporate Director: Resources presented the report seeking Cabinet confirmation of the appointment of Consultants based on a single tender. In response to questions from Members, he detailed various allegations relating to certain facilities now transferred to Clwyd Leisure.

RESOLVED that Cabinet confirm the appointment of Consultants based on a single tender.

1206 WIRRAL AND NORTH WALES PURCHASING CONSORTIUM [CABINET 2003 - 45]

Councillor W R Webb detailed the progress made to date to avoid the worst consequences of withdrawal from the Consortium.

Councillor E A Owens said both Member and officer involvement was essential in any withdrawal / closure procedure from the Consortium.

The Deputy Leader asked that a written report be provided for the next Cabinet regarding the Authority's position in regard to the Consortium.

RESOLVED that Members note the report and agree a written report on the latest position with regard to the Consortium be provided for the next Cabinet meeting.

1207 EDUCATION: PROJECT MANAGEMENT SUPPORT [CABINET 2002 - 46]

Councillor E A Owens presented the report seeking Members' approval:

- 1 of the appointment of 2 project managers to progress the ELWa / Objective 1 project
- 2 of the use of currently unallocated Performance Incentive Grant money to cover the cost of the 2 project managers for the period April - August 2003
- 3 to appoint a Project Board to oversee this development.

Councillor Owens emphasised the need for qualified project managers to be employed as soon as possible, which could mean starting before the funding was available.

The Corporate Director: Lifelong Learning said the £1m detailed in the last paragraph of Appendix 1 was not extra money from the Assembly, but a successful CCET/Dolen Dysg Dinbych bid over 3 years.

Councillor W R Webb queried why Councillor E C Edwards, the Chair of Denbighshire Objective 1 Committee was not included on the Project Board. In reply, Councillor E W Williams said WEFO had said that as Chair of Objective 1, Councillor Edwards would be required to declare an interest in the matter which could put the Partnership at risk.

Councillor E C Edwards said he had discussed the project with the Head of Economic Development, his assistant, the Corporate Director: Lifelong Learning and had Chaired various applications by Denbighshire in the Objective 1 Partnership meetings. He had also been present at the meeting earlier in the month called by the Corporate Director: Resources to discuss the financial implications of the project. He said he chaired the Denbighshire Objective 1 Partnership where up to £17m projects had been achieved for the County. Councillor Edwards said he could see no difference in either himself or Councillor E W Williams or any other Councillor being on the Project Board and also on the Objective 1 Partnership.

Councillor P A Dobb referred to the provision of equipment in Appendix 1 to the report and asked that wherever possible, any equipment should be purchased locally. The Corporate Director: Lifelong Learning agreed.

Councillor E W Williams said the relevant Portfolio holders had been included as part of the Project Board.

RESOLVED that Cabinet:

- [i] approves the appointment of 2 project managers to process the ELWa / Objective 1 project*
- [ii] approves the use of currently unallocated Performance Incentive Grant money to cover the cost of the 2 project managers for the period April - August 2003*
- [iii] to appoint a Project Board as detailed in paragraph 2.6 of the report to oversee the development.*

The meeting concluded at 2.50 p.m.
