

**BRECKLAND COUNCIL**

**At a Meeting of the**

**COUNCIL**

**Held on Thursday, 12 August 2010 at 10.30 am in the  
Anglia Room, The Conference Suite, Elizabeth House, Dereham**

**PRESENT**

|                       |                                |
|-----------------------|--------------------------------|
| Mr S. Askew           | Mr T.J. Lamb                   |
| Mr G.P. Balaam        | Mr K. Martin                   |
| Mrs J. Ball           | Mrs S.M. Matthews              |
| Mr S.G. Bambridge     | Mr I.A.C. Monson               |
| Mr W.P. Borrett       | Mrs L.H. Monument (Chairman)   |
| Mr A.J. Byrne         | Mr D.G. Mortimer               |
| Mr R.P. Childerhouse  | Mr J.W. Nunn                   |
| Mr P.D. Claussen      | Mr J.D. Rogers                 |
| Mr J.P. Cowen         | Mr S. J. F. Rogers             |
| Mr P.J. Duigan        | Mr B. Rose                     |
| Mr M. Fanthorpe       | Mr F.J. Sharpe                 |
| Lady Fisher           | Mr I. Sherwood                 |
| Mr P.S. Francis       | Mr W.H.C. Smith                |
| Mr R.F. Goreham       | Mrs P.A. Spencer               |
| Mr J.R. Gretton       | Mr M. Spencer                  |
| Mrs D.K.R. Irving     | Mr A.C. Stasiak                |
| Mr R. Kemp            | Mrs L.S. Turner                |
| Mr M.A. Kiddle-Morris | Mr N.C. Wilkin (Vice-Chairman) |
| Mr R.G. Kybird        | Mr D.R. Williams JP            |
| Mr J.P. Labouchere    |                                |

**In Attendance**

|                  |   |
|------------------|---|
| Julie Britton    | - Senior Committee Officer  |
| Dominic Chessum  | - Marketing & Communications Officer                                  |
| Sheila Cresswell | - Committee Officer   |
| Phil Daines      | - Development Services Manager (Capita Symonds for Breckland Council) |
| Mark Finch       | - Head of Finance   |
| Terry Huggins    | - Chief Executive   |
| Robert Leigh     | - Assistant Director, Communications and Communities                  |
| Helen McAleer    | - Senior Committee Officer  |
| Stephen McGrath  | - Member Services Manager   |
| Darryl Smith     | - Principal Housing Officer (Strategy and Enabling)                   |
| Mark Stanton     | - Head of Economic Development  |
| Steve Udberg     | - Head of Asset Management  |
| Robert Walker    | - Director - Community Services                                       |

**98/10MINUTES (AGENDA ITEM 1)**

It was noted that apologies for the last meeting had been received from Mr P. Hewett.

Subject to this, the Minutes for the meeting held on 24 June 2010 were agreed as a correct record and signed by the Chairman.

**Action By**

**99/10 APOLOGIES (AGENDA ITEM 2)**

Apologies for absence were received from Councillor C. Bowes, Mrs M. Chapman-Allen, Mr S. Chapman-Allen, Mr R. Duffield, Mrs E. Gould, Mr M. Griffin, Mr P. Hewett, Mrs T. Hewett, Mr A. Joel, Mr C. Jordan, Mrs K. Millbank, Mr D. Myers, Mrs P. Quadling and Mrs A. Steward.

Mrs J. Jenkins, Chairman of the Standards Committee, also sent her apologies.

**100/10 DECLARATION OF INTEREST (AGENDA ITEM 3)**

Lady K. Fisher            Personal & Prejudicial interest in Agenda Item 15 (Moving Thetford Forward Board, Minute No. 30/10 – Presentation Slot.)

Mr I. Monson            Personal interest in Agenda Item 6 (Brecks Countryside Project – Memorandum Agreement, Minute No. 78/10), as Chairman of the Brecks Project.

Mr J. Rogers            Personal interest in Agenda Item 9(g) (Development Control Minutes, Schedule of Planning Applications) as a School Governor of Wayland High School.

Mr R. Kybird            Personal interest in Agenda Item 15 (Moving Thetford Forward Board Minute No. 30/10(a) – Master Plan for Thetford).

**101/10 CHAIRMAN'S ANNOUNCEMENTS (AGENDA ITEM 4)**

**Engagements List – Chairman**  
**24<sup>th</sup> June, 2010 to 11<sup>th</sup> August, 2010**

| Date                        | Event   | Host   |
|-----------------------------|---|--|
| 24 <sup>th</sup> June, 2010 | At Home   | The High Sheriff of Norfolk and Mrs. Charles Barratt         |
| 25 <sup>th</sup> June, 2010 | Civic Reception   | Mayor of Thetford - Councillor Mrs. Pauline Quadling         |
| 27 <sup>th</sup> June, 2010 | Annual Civic Service                                      | Mayor of North Walsham – Councillor Mrs. Anne Rose           |
| 30 <sup>th</sup> June, 2010 | Tea in the President's Pavilion at the Royal Norfolk Show | President of the Royal Norfolk Show, Sir Jeremy Bagge BT, DL |

**Action By**

**Action By**

|                             |   |  |
|-----------------------------|---|--|
| 23 <sup>rd</sup> July, 2010 | Riversdale 50's, 60's & 70's Garden Party | Riversdale Management Committee  |
| 25 <sup>th</sup> July, 2010 | Great Yarmouth Annual Civic Service       | His Worship the Mayor and Madam Mayoress, Councillor Michael and Mrs. Paula Jeal |
| 31 <sup>st</sup> July, 2010 | Chairman's Reception – Breckland          |  |

**Engagements List – Vice-Chairman**  
**24<sup>th</sup> June, 2010 to 11<sup>th</sup> August, 2010**

| Date                        | Event                            | Host  |
|-----------------------------|----------------------------------|---|
| 3 <sup>rd</sup> July, 2010  | Summer Reception                 | Chairman of North Norfolk District Council, Councillor Mrs. Gloria Lisher |
| 18 <sup>th</sup> July, 2010 | Civic Service and Reception      | Mayor of Watton, Councillor Roy Ivory                                     |
| 31 <sup>st</sup> July, 2010 | Chairman's Reception - Breckland | Councillor Mrs. L. Monument   |

**102/10 APPOINTMENT OF CHIEF EXECUTIVE (AGENDA ITEM 5)**

The Leader reminded Members of the background to this report. Although the shared services negotiations with South Norfolk District Council had fallen through, Breckland had continued to look for alternative partners to work with. This was perceived as the best way forward in terms of saving money and achieving the strongest senior management team.

Bearing in mind the seriousness and likely depth of cuts arising from the government's Autumn Spending Review, Breckland was keen to remain at the forefront of looking to mitigate costs and reduce internal overhead costs, whilst also maintaining its level of service to the public.

Negotiations with South Holland District Council had been extremely positive and decisions had been taken at Breckland's Cabinet meeting (20 July) and the Staff Appointments Panel (26 July), to recommend to Council the appointment of Terry Huggins as Joint Chief Executive for both authorities.

**Action By**

Whilst later confirming that he was not speaking directly against the proposal, a Member took the opportunity to comment that it seemed somewhat strange that the Council, which had been so opposed to the Unitary option on grounds of governing at a very much more local level, should now be so strongly in favour of sharing services. After the breakdown of talks with South Norfolk, the latest proposal almost seemed an act of desperation, and he was somewhat intrigued and puzzled at this turn of events.

The Leader explained that, with regard to the Unitary proposal, this had been opposed as it would have resulted in an unwieldy and distant centre of local government, which would have had difficulty representing the varied communities across Norfolk. Whereas the proposed shared services arrangements would ensure that full democratic responsibility was tied much closer to local communities.

He also added that there was no sense of desperation in the proposal to have a shared Chief Executive with South Holland. On the contrary, due to the uncertainties which inevitably surrounded such negotiations, Breckland had been involved with discussions about this matter with potential partners even during its talks with South Norfolk. This was a practical and sensible approach in order to ensure that Breckland achieved the best possible partnership arrangements.

Another Member endorsed the point that in the current economic climate, shared service arrangements were arguably the best way of protecting services for Breckland residents, whilst keeping local democratic accountability, and he commended the Leader and Cabinet for their positive work in this area.

A Member asked if the proposed Joint Chief Executive appointment, would be the beginning of a slippery slope in terms of sharing investments and savings, as well as joint governance arrangements.

In response, the Leader confirmed that, if adopted after further consultation and scrutiny, then the proposed Memorandum of Understanding would cover work towards further shared service workings and efficiencies (along the same principle as Breckland's arrangements with the Anglia Revenue Partnership).

He emphasised, however, that the proposals before Council did not involve making financial investments as such, but rather investing in services where considered appropriate. Nor would it change the status of Breckland and South Holland, which would remain two distinctive Local Authorities. Both would aim to maintain, or even improve, the services delivered to their communities, and by streamlining and sharing some services, benefits should feed through in both districts.

The Leader of the Labour Group said that in the current economic climate it was incumbent upon everyone to try to reduce budgets responsibly. The shared services route was an interesting way forward, and he hoped it would be successful.

**Action By**

He did, however, seek assurance that there would be full consultation and scrutiny before any more detailed proposals were taken through Cabinet to Council.

In response, the Leader confirmed that all financial aspects would be closely monitored, and that Members would be kept fully informed throughout the process.

A Member asked for confirmation that work on the Memorandum of Understanding would be undertaken by officers from both Councils involved.

The Leader said that he could not comment on what South Holland might choose to do. He could, however, confirm that at their Council meeting the previous evening they had agreed to go forward with the principle of shared management in order to enable this project to go forward.

The Chairman of the Overview and Scrutiny Commission gave a categorical assurance that there would be thorough scrutiny as the process went forward. He added that he and the Chairman of the Audit Committee had met with their counterparts from South Holland District Council earlier in the week. This had been an initial step towards deciding a joint scrutiny process, in the event that they got the go-ahead after both Council meetings. At this stage he envisaged proceeding very much along the lines they had started with South Norfolk i.e. a Joint Scrutiny Panel. Given the timeframes involved, they were aware that they would need to press forward urgently with this work.

**RESOLVED**

- 1) To suspend the recruitment process for Breckland Council's Chief Executive and to approve the recommendation from the Staff Appointments Panel to appoint Terry Huggins as Chief Executive and Head of Paid Service in a joint arrangement with South Holland District Council.
- 2) To reinstate Mr Mark Stokes as Deputy Chief Executive from 12 August 2010 and to note that he will continue as Electoral Registration Officer and Returning Officer.
- 3) Authority to be given to the Leader of the Council, in his role as Chairman of the Staff Appointment Panel, to negotiate and subsequently enter into an agreement with South Holland District Council for the supply of Mr Huggins' services as joint Chief Executive of the two authorities.
- 4) That officer resources be released to enable more detailed proposals to be worked up and brought to a future Cabinet meeting to approve an integrated shared management structure and a Memorandum of Understanding covering the joint working arrangements.

**Action By**

In closing discussion on this item, the Leader took the opportunity, warmly endorsed by Members, to formally thank Mark Stokes for the good work he had done since taking the reins as the Interim Chief Executive at the end of June.

**Mr Terry Huggins was then invited into the meeting room.**

The Chairman, Leader and Members then welcomed Terry Huggins as their new Chief Executive.

Mr Huggins expressed his thanks in the trust and confidence placed in him as the new Chief Executive of Breckland Council. He said that it was a great privilege and honour to lead Breckland, which had the reputation of being a respected, well run and business-like Local Authority, in the forefront of local government. His main aim would be to support and assist Members to maintain and strengthen this reputation.

He then gave a short presentation, outlining his approach to the role of Joint Chief Executive across Breckland and South Holland District Councils. Key points included:

- That, as with any Local Authority, there was considerable investment in the senior management tier. In the current climate, it was imperative to ensure that maximum efficiencies were achieved, whilst maintaining the most efficient and effective senior management team possible.
- He wanted to reassure everyone and confirm that under the one senior management team it would be possible for each District Council to remain distinct and independent, with its own identity and direct local democratic accountability.
- That the joint senior management team would be part of a journey towards further efficiency savings. Work would be undertaken to see if it would be possible for shared service arrangements to be implemented in other areas too.

He said that the idea of joint management and shared services was a relatively new concept. Various other councils across the country were already joined as Unitary Authorities, or in two-tier arrangements, with others increasingly looking into the possibility of shared services, at least at senior management level. Breckland and South Holland were therefore in the forefront of the latter option, but not alone.

The approach, which had been only informally discussed thus far, was along the lines of maintaining three functional blocks covering the various internal and external services. Traditionally these services were run by each Council within their own regional boundaries. But the benefits from careful implementation of shared services could be gleaned without compromising each Council's desire to care for its own regional issues in terms of economy, environment and social infrastructure etc..

**Action By**

Thus by sharing expertise, whilst maintaining separate identities and with each Council essentially retaining its own organisational governance and committee structure, it would be possible to establish some common ground and achieve solid efficiencies. Open and transparent local democratic accountability could be maintained throughout this process.

- In terms of timetable, he said that they would aim to have an agreed structure in place by the end of the current financial year, with full implementation during the following one.
- He did not see himself as a project manager but as Chief Executive of Breckland. His role would involve being a strong advocate for Breckland, leading and supporting staff and Members, as appropriate, and helping to deliver Breckland's messages and services across the district.
- From a practical perspective, the fact that he was in a shared role would mean that there would need to be an element of compromise in terms of daily delivery. Essentially, he would undertake all the usual duties of a Chief Executive, but logistics meant that the Deputy Chief Executive would be asked to participate and deputise at some meetings, or handle some of the more detailed work with senior managers, etc.. Mr Huggins added that he would, of course, always aim to prioritise Cabinet and Council meetings. He would take an active interest in managing performance of the Council, and would ensure that, as far as practically possible, he was always contactable.
- Finally, he stressed the need to continue the conversation. As the concept of shared Chief Executives and senior management was relatively new, there was no blueprint and it would be imperative to maintain a close dialogue in order to ensure the best return for everyone from the new arrangements.
- In response to a question, he said that Spalding was the main centre of the South Holland District, which largely comprised flat fenland. Its economy was mainly concerned with agriculture, including food processing and the various logistics involved with this. Key concerns for South Holland included flooding and drainage issues. It was largely a low wage/low skill economy, and there had been a sizeable influx of central European workers over recent years.

South Holland was a very ambitious Local Authority, controlled by a strong Conservative group. It aspired to be like Breckland, in terms of how it was run and its forward-thinking, businesslike and innovative approach. Indeed South Holland had recently formed a company with another Local Authority to deliver some services.

The Leader of the Labour Group welcomed the new Chief Executive and asked how he proposed to deal with the logistics of being head of two distant offices.

**Action By**

In response, the Chief Executive, explained that he would be looking to explore new ways of working which would mean that he would not always have to be physically present. As an example, he said that Capita, based here in Dereham, were currently processing planning applications for the Isle of Wight. Video conferencing, other IT arrangements, etc, were all areas which could be investigated further.

Initially he planned to spend more time in Dereham than Spalding, in order to familiarise himself with Breckland. He would therefore aim to work three full days here, and two in Spalding. He explained that his contract meant that his place of employment would be either Spalding or Dereham, i.e. he would not be paid for his travel time, and would effectively only clock-on upon arrival each day.

Finally, in response to another question, he confirmed that his terms of employment had not included any commitment regarding his length of tenure as Joint Chief Executive.

**103/10 CABINET MINUTES - 20 JULY 2010 (AGENDA ITEM 6)**

- a) Urgent Business – Opportunities with South Holland District Council (Minute No. 69/10)

The Resolution was taken and included under Minute No. 102/10 above.

- b) Medium Term Financial Strategy and Capital Strategy (Minute No. 71/10)

The wording at the end of the fifth paragraph needed to be changed from “..until the outcome of the Government settlement was announced, ” to “..until the outcome of the court case in Iceland was settled.”.

**RESOLVED** that the Medium Term Financial Strategy and the Capital Strategy be adopted.

- c) New Executive Arrangements (Minute No. 72/10)

It was noted that under Reasons the three bullet points should be reduced to just two, as follows:

- Elected Mayor and Cabinet.
- Leader and Cabinet.

**RESOLVED** that the suggested timetable be adopted and the consultation documents, as amended, be adopted.

- d) Civil Parking Enforcement (CPE) (Minute No. 75/10)

The Leader of the Labour Group said that he was not at all surprised to learn that Norfolk County Council was not keen to take on responsibility for civil parking enforcement, which should remain with the police authorities.

**Action By**

However, he wanted to reiterate his comments made at Cabinet that it would be important for each town to review its own car parking needs. The worse possible scenario would be for a third party to end up imposing parking charges on Breckland residents for its own profit.

The Leader confirmed that Breckland Council's current policy remained not to charge for off-street parking. He reminded Members that there was a Task & Finish Group currently undertaking a review of these arrangements in each of the District's market towns.

Members were reminded that it was generally acknowledged that on-street parking enforcement did not pay for itself.

e) Brecks Countryside Project – Memorandum Agreement (Minute No. 78/10)

**RESOLVED** to agree to enter into the new Memorandum of Agreement, subject to:

- 1) the funding for the year 2010/11 being deferred until such time the impact of the budget was known;
- 2) notice to withdraw to be reviewed following confirmation of the budget; and
- 3) the funding from all other partners being confirmed.

f) Reference from the Overview and Scrutiny Commission (Minute No. 79/10)

**RESOLVED** that:

- 1) the petition scheme (shown at Appendix 1 of the Overview & Scrutiny Commission's report) be endorsed, including the proposed thresholds;
- 2) the associated scheme terms and conditions (shown at Appendix 2 of the Overview & Scrutiny Commission's report) be agreed; and
- 3) appropriate wording be inserted into the Council's Constitution to officially recognise the petitions scheme.

g) Adoption

**RESOLVED** that the Minutes of the Cabinet meeting held on 20 July 2010 be adopted.

**104/10 OVERVIEW AND SCRUTINY COMMISSION - 15 JULY 2010**  
**(AGENDA ITEM 7)**

a) Executive Member Portfolio Update (Minute No. 62/10)

It was noted that the dollar sign in the third paragraph should be replaced with a sterling one.

b) Breckland Council's Petitions Scheme (Minute No. 65/10)

In response to a question from the Leader of the Labour Group asking if the lack of a formal definition of what actually constituted a petition had been resolved, the Chairman of the Overview & Scrutiny Commission said that the Scrutiny Officer was investigating this further. He added that Cabinet had now agreed the recommendations as proposed, and that this scheme would now proceed.

The Chairman asked if the requested definition could be made clear to all Members in due course please.

c) Adoption

**RESOLVED** that the Minutes of the Overview & Scrutiny Commission meeting held on 15 July 2010 be adopted.

**105/10 DEVELOPMENT CONTROL COMMITTEE - 21 JUNE 2010**  
**(AGENDA ITEM 8)**

**RESOLVED** that the Minutes of the Development Control Committee meeting held on 21 June 2010 be adopted.

**106/10 DEVELOPMENT CONTROL COMMITTEE - 12 JULY 2010**  
**(AGENDA ITEM 9)**

a) Schedule of Planning Applications :  
(g) Watton – Wayland High School: Construction of a shared footway/cycleway facility for Norfolk County Council Reference 3PL/2010/0474/F (Minute No. 120/10)

The reference to Churchill Road in the second paragraph should read "Churchill Close".

Also, "arrears" in the penultimate paragraphs should read "areas".

b) Adoption

**RESOLVED** that the Minutes of the Development Control meeting held on 12 July 2010 be adopted.

**Action By**

**Mark  
Broughton**

**107/10 GENERAL PURPOSES COMMITTEE - 21 JULY 2010 (AGENDA ITEM 10)**

**RESOLVED** that the unconfirmed Minutes of the General Purposes Committee held on 21 July 2010 be adopted.

**108/10 APPEALS COMMITTEE - 14 JULY 2010 (AGENDA ITEM 11)**

**RESOLVED** that the unconfirmed Minutes of the Appeals Committee held on 14 July 2010 be adopted.

**109/10 AUDIT COMMITTEE - 11 JUNE 2010 (AGENDA ITEM 12)**

**RESOLVED** that the Minutes of the Audit Committee held on 11 June 2010 be adopted.

**110/10 AUDIT COMMITTEE - 25 JUNE 2010 (AGENDA ITEM 13)**

**RESOLVED** that the unconfirmed Minutes of the Audit Committee held on 25 June 2010 be adopted.

**111/10 STANDARDS COMMITTEE - 13 JULY 2010 (AGENDA ITEM 14)**

- a) Terms of Reference of Standards Committee Members (Minute No. 50/10)

**RESOLVED** that the terms of office of the members of the Standards Committee be agreed as follows:

- (1) District Members continue to be appointed annually.
- (2) The existing three Parish Members be considered for re-appointment in May 2011, if they are re-elected and willing to stand. This would preserve the experience they have built up in dealing with Standards matters and complaints.

Following the elections, discussions should take place to consider a staggered change-over of members.

In order to cover the period immediately after the election, the term of office of the three existing Parish Members be confirmed (if re-elected) until the end of November 2011.

- (3) It is important that the Council does not lose all of the experienced Independent Members at the same time, as the Committee and Sub-Committees all have to be Chaired by an Independent Member. It was therefore suggested that:

- a) the term of office of Joan Jenkins be extended to May 2011;

**Action By**

**Action By**

- b) the terms of office of George Ridgway and Michael Eveling be confirmed until May 2012; and
- c) further discussions should take place to consider ways to facilitate a staggered change-over of Independent Members in future.

b) Adoption

**RESOLVED** that the unconfirmed Minutes of the Standards meeting held on 13 July 2010 be adopted.

**112/10 MOVING THETFORD FORWARD BOARD - 17 JUNE 2010 (AGENDA ITEM 15)**

1) Programme Project Proposals (Capital Budget): Harling Footpath (Minute No. 32/10 (b))

A Member expressed his delight that the Council had decided to go ahead with this project.

The Leader added that bids had been in abeyance pending the Secretary of State's confirmation (which had arrived that morning) that the £1.7 million would be available.

2) Minutes

The unconfirmed Minutes of the Moving Thetford Board meeting held on 17 June 2010 were noted.

**113/10 BRECKLAND AREA MUSEUMS MEETING - 4 JUNE 2010 (FOR INFORMATION) (AGENDA ITEM 16)**

The unconfirmed Minutes of the Breckland Area Museums Committee meeting held on 4 June 2010 were noted.

**114/10 YOUTH COUNCIL MINUTES - 17 JUNE 2010 (FOR INFORMATION) (AGENDA ITEM 17)**

Subject to amending the MP's name to George Freeman at paragraph 5, the Minutes of the Breckland Youth Council meeting held on 17 June 2010 were noted.

**115/10 NOMINATIONS FOR COMMITTEE AND OTHER SEATS (AGENDA ITEM 18)**

**RESOLVED**

- 1) That the Conservative substitute vacancy for the General Purposes Committee be taken by Mr D. Myers.
- 2) That the Conservative Group would not take up the offer from the Labour and Independent Groups to fill other substantive vacancies.

- 3) That the vacancy on the Queen Elizabeth Hospital Trust be taken by Councillor Ian Monson.

**Action By**

**Julie Britton**

**116/10 MASTERPLAN FUNDING FOR ATTLEBOROUGH (AGENDA ITEM 19)**

The Principal Housing Officer presented this report and explained that the Council had just been awarded a grant of £50,000 to help tackle rural issues which might arise as a result of growth and expansion. The grant (from the Homes and Communities Agency) was specifically for use with the Masterplan Project covering the Attleborough region, which was due to have a major increase in housing over the coming years.

The report requested that the Council be allowed to accept this funding, and also recommended that it use the consultants who had been approved by the Homes and Communities agency to undertake the project, not least as they would have suitable experience and expertise to help maximise the benefits.

She confirmed that the grant would be ring-fenced to help the Attleborough area only, and that the proposed consultant, if accepted, would work closely with all key stakeholders in the town, as well as with Breckland Council and the local community.

However, she explained that there were conditions with the grant:

- it had to be taken up within six months;
- the money had to be spent before it was claimed back; and
- there would be three payment trances.

Members felt that this was a good scheme. It would certainly be helpful for some focussed preparatory work to be done in various areas. This could then hopefully feed positively into the wider decision process in advance of any final decisions being taken.

The Deputy Leader said that he was delighted that these funds had been secured during such difficult times, and said that both Attleborough and Breckland should benefit from this scheme. However, the key to maximising this benefit would be communication with as many local residents as possible. This should help Breckland deliver an overall result which truly represented the thoughts and aspirations of the local community it represented.

The Chairman of the Overview & Scrutiny Commission added his congratulations, saying that the Commission would play its part in the process to ensure that full value for money was achieved, both throughout the consultation and also in terms of its outcome.

He cautioned, however, that it would be essential to ensure that care was taken with the initial brief which the consultants were given: the Council needed to ensure that the consultants would work to its own brief, and not a standard one set out by the Homes and Communities Agency.

**RESOLVED** to

- 1) Accept the funding from the Homes and Communities Agency for the Masterplan Project.
- 2) Approve the consultant (Scott Wilson) from the Homes and Communities Agency Panel to undertake the work.

**Action By**

The meeting closed at 11.44 am

CHAIRMAN