

CABINET MEMBER FOR BUSINESS GROWTH AND REGENERATION

**Venue: Town Hall, Moorgate
Street, Rotherham S60
2TH**

Date: Monday, 6th October, 2014

Time: 9.00 a.m.

A G E N D A

1. To determine whether the following items should be considered under the categories suggested in accordance with Part 1 of Schedule 12A (as amended March 2006) of the Local Government Act 1972.
2. To determine any item(s) the Chairman is of the opinion should be considered later in the agenda as a matter of urgency.
3. Apologies for absence
4. Minutes of the previous meeting held on 14th August, 2014 (Pages 1 - 2)
5. Environment and Development Services - Revenue Budget Monitoring 2014/15 (Pages 3 - 8)
6. Application for Subsidised Use of the Civic Theatre (Pages 9 - 10)
7. CAMINO (Climate Adaptation Mainstreaming using Innovative Methods) - Proposed Extension of Project (Pages 11 - 14)
8. Rotherham Economic Regeneration Fund - Rotherham Growth Fund (Pages 15 - 16)
9. Exclusion of the Press and Public

The following item is likely to be considered in the absence of the press and public as being exempt under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (Information relating to the financial or business affairs of any particular person, including the local authority)
10. Localism Act 2011 - Community Right to Bid (Pages 17 - 96)
11. Date and time of next meeting - Monday 3 November 2014 at 9.00 am

**CABINET MEMBER FOR BUSINESS GROWTH AND REGENERATION
14th August, 2014**

Present:- Councillor Beck (in the Chair) and Councillor Whysall.

Apologies for absence were received from Councillor Sansome.

16. MINUTES OF THE PREVIOUS MEETING HELD ON 14TH JULY, 2014

Resolved:- That the minutes of the meeting of the Cabinet Member and Advisers for Business Growth and Regeneration held on 14th July, 2014 be approved as a correct record for signature by the Chairman.

17. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, as amended (information relating to the financial/business affairs of any person (including the Council) and is commercially confidential).

18. ROTHERHAM TOWN CENTRE - APPLICATION FOR BUSINESS DEVELOPMENT GRANT

Consideration was given to a report, presented by the Retail Investment Manager, concerning an application for a Business Development Grant in respect of a retail shop situated within the Rotherham town centre.

The report stated that the Town Centre Business development Grant Scheme is designed to encourage and support existing retail and catering businesses to improve their businesses in the Rotherham town centre. It was confirmed that this project satisfied the eligibility criteria of the Scheme.

It was noted that the applicant had previously received grant funding from the Town Centre Business Vitality Grants Scheme (Minute No. D43 of the meeting of the Cabinet Member and Advisers for Regeneration and Development held on 17th September, 2012 refers), although that award did not preclude further funding from the Business Development Grant Programme.

Discussion took place on the use of the various funding schemes for the regeneration of the Rotherham town centre:-

Portas Pilot – Town Centre Business Development Grant Scheme
High Street Renewal Grant Scheme
Business Vitality Grant Scheme

Members noted that the regeneration of the town centre had produced increasing footfall, in terms of the number of people visiting the town centre and shopping there.

Discussion took place on the forthcoming survey of local businesses in respect of the national Business Improvement District Scheme. A report on this issue will be submitted to Elected Members in due course.

Reference was also made to the Government's 'High Street of the Year' scheme, for which this Council will be submitting a bid by the due date of 31 August, 2014.

Resolved:- (1) That the report be received and its contents noted.

(2) That a Business Development capital grant of £5,400 be awarded to the premises at High Street, now identified, to fund computer software and hardware which will support the development of a stock management and ordering system, a new website, product development and the growth of on-line sales.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1	Meeting:	Cabinet Member and Advisers for Business Growth and Regeneration
2	Date:	Monday 6 October 2014
3	Title:	Environment and Development Services Revenue Budget Monitoring Report to 31st August 2014
4	Directorate :	Environment and Development Services

5 Summary

To report on the performance against budget for the Environment and Development Services Directorate Revenue Accounts at **the end of August 2014** and to provide a forecast outturn for the whole of the 2014/15 financial year.

Members are asked to note the forecast outturn position of an over-spend of £219k for the Environment & Development Services Directorate based on expenditure and income as at August 2014.

6 Recommendations

That the Cabinet Member notes the latest financial projection against budget for the year based on actual income and expenditure to the end of August 2014, as outlined in the Briefing Note already circulated (*as agreed there will be no Officer to present this report*). This report is referred to the Self Regulation Overview and Scrutiny Select Commission for information.

7 Proposals and Details

7.1.1 Cabinet Members receive and comment upon budget monitoring reports on a monthly basis. This report reflects the position against budget for the period 1 April 2014 to 31 August 2014.

7.1.2 The table below summarises the forecast outturn against approved budgets for each service division:

Division of Service	Net Budget	Forecast Outturn	Variation	Variation
	£000	£000	£000	%
Asset Management, Audit and Insurance	8,230	8,125	-105	
Business Unit	401	401	0	
Communications	783	789	+6	
Regeneration, Planning and Cultural Services	6,937	6,979	+42	
Streetpride	28,878	29,154	+276	
Total Environmental and Development Services	45,229	45,448	+219	0.48%

Following the August cycle of budget monitoring the Directorate has identified that it is likely to be overspent by **£219k (0.48%)** against its total net revenue budget of **£45,229k**. All possible actions to mitigate this are being taken.

7.1.3 The details below are as offered in the Briefing Note already circulated to relevant Cabinet Members:

CABINET MEMBER BRIEFING NOTE

For Cabinet Members: Cllrs Beck, Godfrey, Hoddinott, Hussain.

SUBJECT: EDS REVENUE BUDGET MONITORING

1. **Update on the current projections for EDS Revenue Budget Monitoring at the end of August 2014.**

The table below shows the monitoring figures for April – August with narratives explaining the current projections.

	April - August
Service	£000
Asset Management, Audit and Insurance	-105
Business Unit	0
Communications	+6
Regeneration, Planning, Customer & Cultural Services	+42
Streetpride	+276
TOTAL	+219

Asset Management, Audit and Insurance -£105k

There are some small pressures across the Asset Management service: Health and Safety (+£8k) for the cost of barriers for the first English Defence League rally, and due to staffing costs and under recovery of income (+£10k) All Saints toilets, and Riverside Café and Hospitality (+£5k) CENT has some residual costs (+£2k). Internal Audit (+£6k) pressure which is staffing related.

There are a number of underspends which are mainly building related. Commercial Properties (-£35k) due to additional rental income, and (-£59k) from Facilities Management of all council buildings. Further savings (-£42k) are being reported from the Corporate Environment Team and the Capital Team.

Business Unit £0k

The Service is currently reporting a balanced budget, and work is ongoing to identify any savings which could contribute to the current position.

Communications +£6K

This small pressure is around staffing and marketing events, and work is ongoing to mitigate this pressure.

Regeneration, Planning, Customer and Cultural Services +£42k

Whilst there are still some pressures within this service area, the current overspend is an improved position, and staff are working to reduce current pressures. A number of small pressures remain across this Service Area. **Markets** (£+30k) due to expected repairs bills on deteriorating buildings, and **Customer Services** (+£121k) mainly due to a delay in delivery of savings and unbudgeted staffing costs as the Service has needed to use temporary staff to meet service demands. The **Arts** budget has a pressure of (+£12k), due to part year unfunded staffing costs. **RIDO** is funding a replacement IT package, and has some staffing costs causing a pressure (+£22k).

These overspends are being partially offset by some reported under spends, **Business Centres** due to increased occupancy levels (-£31k). **Cultural Services** from Theatres (-£14k), Boston Castle and Museums (-£13k), and Libraries (-£64k) mainly due to the non-filling of vacant posts prior to the now implemented staffing restructure. Building Control (-£8k), due to an increase on applications. **Planning Services** have identified a small underspend due to the delaying of consultancy spend in this year (-£13k).

Streetpride +£276k

At this stage in the year the Service are reporting a pressure in **Network Management Services (+£292k)**:

Due to an under recovery of income from Parking Services (+£387k) which is due to a reduction in staff parking permits income, plus, based on previous years that income generated will be lower than the current income budget, and the impact of Tesco opening later this year. This is being partially mitigated by some savings in other areas (-£95k), mainly from Street Lighting energy savings.

Leisure and Green Spaces are reporting an under recovery of income from Allotments (+£23k), and (+£9k) from the golf course. Country Parks have a pressure (+£7k) due to agency cover costs, and Trees and Woodlands have a staffing pressure (+£3k). There are some savings from Urban Parks, Landscape Design and general management (-£34k).

Community Services are reporting a pressure due to an overspend on cleansing highways (+£53k), staffing costs (+£15k) and (+£11k) pressure due to a new kennel contract which is being partially offset by an underspend (-£10k) on Pest Control.

Waste Services are now reporting a changed position (**-£20k**) with Waste Collection under spent by (-£156k) mainly due to a WEEE rebate, effects of strike, increased income on bulky items and commercial waste. Waste Disposal (+£160k) pressure

due to expected outlet not coming on line when expected, and a saving on Waste PFI due to reduced savings on external consultancy (-£24k).

An underspend due to changes in transport provision (-£52k), from **Corporate Transport Unit**. And the Corporate Account is now reporting (-£21k) largely due to the moratorium.

Summary

The EDS reported pressures at April – August Monitoring shows an over spend forecast of +£219k.

As noted last month, and still valid, there are some areas within EDS which could be over budget by the end of the financial year, but these are not currently being reported in the figures :

Winter Service has historically overspent by around (+£450k), a review of previous years data has updated the current estimate to year end as a £417k pressure, but this could fluctuate depending on the severity of the weather.

Planning income was under recovered last year (+£93k), at this stage it is too earlier to predict whether this financial year will outturn the same, as early months have seen some significant planning applications.

Riverside Café could potentially show an under recovery of income due to increased food prices, if this has an impact on customers.

Agency Costs

Total expenditure on Agency staff for Environment and Development Services for the period ending 31st August 2014 was £322,586. This was £305,649 for the same period 2013.

Consultancy

For the period ending August 2014 the total expenditure on Consultancy was £34,608 this follows a review of spend by staff in EDS. The reported spend for the same period in 2013 was £67,297.

Non contractual Overtime

Actual expenditure to the end of August, 2014 on non-contractual overtime for Environment and Development Services is £176,470 whilst the same period to August 2013 spend was £220,312 some of the increased costs are due to the new services now being included and reported within EDS (Customer Services and Asset Management).

The actual costs of Agency, Consultancy and Overtime are included within the financial forecasts.

Currently ICT is reported via Resources staff

Agency Costs

Total expenditure on Agency staff for Environment and Development Services for the period ending 31st August 2014 was £322,586. This was £305,649 for the same period 2013, but now includes Customer Services, Asset Management, Audit and Insurance.

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The actual costs of Agency, Consultancy and Overtime are included within the financial forecasts.

8. Finance

There are no other details to report this month.

9. Risks and Uncertainties

The overall Directorate budget shows an over-spend of £219k which has been identified and explained above and in the appendices. Winter Service, Planning Income and Riverside Café have been identified as areas that could potentially report a pressure by year end.

10. Policy and Performance Agenda Implications

Directorate budgets are aligned only to corporate priorities and spending within the agreed Directorate cash allocation is key to demonstrate the efficient Use of Resources.

11. Background Papers and Consultation

This is the fourth budget monitoring report in this format for the Directorate for 2014/15 and reflects the position from April 2014 to August 2014. This report has been discussed with the Strategic Directors for Environment and Development Services and the Chief Finance Officer.

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Business Growth and Regeneration
2.	Date:	Monday 6th October 2014
3.	Title:	Subsidised use of the Civic Theatre (Application)
4.	Directorate:	Environment and Development Services

5. Summary

The Cabinet Member for Culture and Tourism has previously approved an application process with regards to requests for subsidised use of the Civic Theatre for charitable use (Minute F40 of 6th December 2011). It was determined that applications be brought to Delegated Powers meetings for decisions and that advice should be given by officers as to the suitability of the proposal from a professional, technical and logistical perspective. This report contains a recommendation for one application.

6. Recommendations

- **Cabinet Member approves an application from Christine Ayres on behalf of Safe@ Last.**
- **That Safe @ Last are advised that the evening cannot be postponed to a later date should ticket sales be lower than expected.**

7. Proposals and Details

Safe@Last have performed a Stars@Last concert at the Civic Theatre for the last few years. The concept is that the charity produces a variety evening of entertainment and the box office receipts go towards the charity's fundraising efforts.

This year's event is scheduled for 19/10/2014.

It is proposed that Rotherham Theatres provide the venue, ticketing, technical and site support for no charge to the organisation.

Safe@Last is one of the Mayor's charities this year.

The cost to the Theatres budget (Estimated)

Theatre Hire	£460
7 hours fit up	£361.90
7% ticket commission assuming occupancy of 300	<u>£210</u>
£1031.90	

8. Finance

If approval is given for the proposed event, the remaining available subsidy for other organisations during 2014-15 would be £3264.70

9. Risks and Uncertainties

The quality of the performance. When complex variety evenings such as these are put together for 'one night only' this can occasionally lead to a dip in overall quality. However, the audience is generally accepting of this due to the charitable nature of the evening.

Postponement/cancellation due to insufficient ticket sales. Safe @ Last have cancelled and rescheduled 2 similar evenings previously. This impacts on the Theatre Service's scheduling and in turn impacts on revenue both in terms of the original booking and the rescheduled booking.

10. Policy and Performance Agenda Implications

The Theatre & Arts Service contributes to the following priorities

More people come to the Town Centre for work, shopping and for things to do and see

People enjoy parks, green spaces, sports, leisure and cultural activities

11. Background Papers and Consultation

Minute F40 of the Delegated Powers meeting 6th December 2011

Minute F 20 of the Delegated Powers meeting 4th December 2012

Mark Scott

Manager, Theatre & Arts

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member and Advisers for Business Growth and Regeneration
2.	Date:	Monday 6th October 2014
3.	Title:	CAMINO (Climate Adaptation Mainstreaming using Innovative Methods) – Proposed Extension of Project
4.	Directorate:	Environment and Development Services

5. Summary

- 5.1 This report notes the success of a further bid for EU funding under the Interreg IVB, North Sea Region Programme, for an extension of the previously approved CAMINO project from March 2015 to March 2016 (administrative closure); and seeks approval to proceed with this extension.
- 5.2 The report also seeks exemption from the Standing Order 47 (Contracts valued at less than £50,000 – Sheffield University’s quote is £22,491) in order to extend the appointment of the University of Sheffield as the Councils technical advisers for the project on the grounds that:
- (i). The University of Sheffield successfully tendered for the original award of CAMINO funding.
 - (ii). That during the original tendering process it became apparent that the University of Sheffield is the only academic institution capable of delivering the project to conclusion.
 - (iii). Notwithstanding (ii) above, it would be incongruous to engage with two separate contractors on such a relatively small scale project in addition to which engaging with a separate contractor would not represent value for money.
 - (iv). The contract with the University of Sheffield for delivery of the original CAMINO project contains provision for the extension of the contract and does not involve any material change in the content.

6. Recommendations

- 6.1 **Cabinet Member endorses the extension of CAMINO in order to continue the work already delivered in this subject area**
- 6.2 **That the appointment of the University of Sheffield as the Council’s technical partner for delivery of this project be approved and that accordingly an exemption from Standing Order 47 (Contracts valued at less than £50,000) be approved.**

7. Proposals and Details

Cabinet Member will be aware that authorisation to commence this project, was issued under Item 34, 2nd September 2013, report to the former Cabinet Member for Regeneration and Development.

In its original format, the project sought to build on the success of previous flood alleviation/climate change programmes by expanding the Councils knowledge and involvement from purely flood related issues (which had been the subject of earlier programmes in which the Council had participated) to the wider climate change agenda and participating with larger stakeholders. CAMINO's original objectives were:

- Establishing the extent of climate change knowledge within local authorities and developing this knowledge base further; whilst at the same time encouraging better internal communications between staff involved in climate change issues. Ultimately this should place the Council in a better position to bid for future funding under the climate change agenda and registrations of interest have already been submitted under the upcoming Interreg V Programme.
- Developing climate adaptation business cases in order to address development problems caused by climate change. In Rotherhams case, this will enable the Council to further investigate the feasibility of flood defence works throughout the Borough as well as focusing on issues such as the multiplicity of waterway uses, including, recreation, green energy provision and bio diversity.
- Sustain and expand Learning and Action Alliance's established under MARE, enabling them to reach a wider trans-national audience and expand their knowledge into the wider field of climate change. International stakeholders will include the likes of the United Nations Educational, Scientific and Cultural Organisation (UNESCO) and the Organisation for Economic Co-operation and Development (OECD).

Under the proposed extension to the project, outputs from all previous flood alleviation/climate change projects funded by the EU under the Interreg IVb programme will be incorporated, together with the outputs of CAMINO, into one convenient web site to be known as MART (Managing Adaptive Responses in Towns and Cities). This will then form one single repository for use by any local authority or agency throughout the EU wishing to seek access to the widening climate change agenda. The pages will also provide links to the more detailed descriptions contained within the web pages of contributing projects.

The extension will also enable the Council to further develop bids for funding under the upcoming EU Interreg V programme, which amongst other proposals, focuses on various aspects of climate change including mainstream climate change planning, multiple use of rivers & water-ways & developing community resilience in the face of climate change, potential disasters & the need for emergency planning.

The extension will also enable the Council to link directly with major international agencies involved in climate change issues such as the Organisation for Economic Co-operation and Development, International Council for Local Environmental Initiatives & UN-International Strategy for Disaster Reduction. Under the original proposal for CAMINO this would have been restricted to the production of a short written guide; under the extension this is extended to include providing the projects findings on the official web site & presenting the findings direct to organisations such as the above.

Beyond involving the Council in exciting and pioneering work on the subject matter, the advent of this web site will also accelerate the original three objectives of the CAMINO project (see above).

The Council's partners in this undertaking will include City of Dordrecht, Netherlands; City of Bergen, Norway; the Dutch & Belgian National Water Boards and academic support from the Universities of Sheffield & Hamburg, Germany.

8. Finance

The original award to Rotherham MBC for the CAMINO project was 95,000 EURO's, with the Council being required to provide staff time as match for European funding under the Interreg Programme as a full partner, hence in-kind staff time will support funding at 50% of total costs.

This award has now been increased to 155,000 EURO's, hence an in-kind staff time contribution of 77,500 EURO's is necessary. This has been identified from existing staff in the Environment and Development Service who will support the project work.

The time-table for delivery of the project has been extended from March 2015 to March 2016 (for administrative conclusion).

9. Risks and Uncertainties

The main risk of not participating in the CAMINO extension is that Rotherham may not be able to influence the issues in respect of the research work being developed and will begin to lose experience in the fields of flood alleviation and climate change. Involvement will ensure that the Council is well-placed to participate in the upcoming Interreg Round V Programme (2015-2020).

10. Policy and Performance Agenda Implications

Developing plans and implementing measures to reduce the risk of flooding is a key policy in the Corporate Plan. In addition the work described in this report is supportive to European Union (Floods Directive 2007/60/EC); UK National (2010 Flood and Water management Act); and Regional (Environment Agency National/Regional Strategy 2011) legislation/directives.

In addition, this programme of work is supportive to the regeneration of the Town Centre, which is a significant corporate priority to the Council and its ambition to create a vibrant place for people to live, work and visit as outlined in the Community Strategy.

11. Background Papers and Consultation

Item 34, 2nd September 2013, Report to the former Cabinet Member for Regeneration and Development. MARE (Managing Adaptive Responses to the Environment) – Closure of Project; and CAMINO (Climate Adaptation Management) – Proposed Advent of Project.

Legal Services has been consulted as to the requested suspension of Standing Orders & their comments have been incorporated into this report.

Financial Services has also been consulted & have no concerns over the financial implications of the project.

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member and Advisers for Business Growth and Regeneration
2.	Date:	Monday 6th October 2014
3.	Title:	Rotherham Economic Regeneration Fund - Rotherham Growth Fund
4.	Programme Area:	Environment and Development Services

5. Summary

This report seeks approval of an allocation of £75,000 RERF towards funding of a Growth Fund to support sustainable economic growth and job creation within Rotherham borough

6. Recommendations

That £75,000 of RERF revenue is approved towards the setting up of a Rotherham Growth Fund.

Future allocations to individual “projects” from the approved Fund will be reported to the Cabinet Member for Business Growth and Regeneration

7. Proposals and Details

With the economy starting to grow again it is vital that Rotherham makes the investments and interventions that will enable us to grow the economy in a sustainable manner; delivering jobs that will be accessed by Rotherham residents.

As part of this process a Rotherham Growth Plan is being developed, which will set out the actions needed to deliver a strong and vibrant Rotherham economy. This will link into the wider work and plans being delivered at the City Region level.

This bid is seeking RERF support to set up a Rotherham Growth Fund, which will be used to support those activities and projects identified in the emerging Rotherham Growth Plan as essential to sustainably growing the economy of the Borough. It will also be used to help develop bids to the various funding regimes that are becoming available such as SCRIF and the new ESF and ERDF programmes

Some initial uses suggested for the Fund include:-

- Economic modelling to identify those development sites with greatest job creation potential and the sectors to pursue to maximise this impact.
 - Testing the potential economic impact of a Meadowhall HS2 station on Rotherham and the wider SCR
 - Further develop the concept of the Sheffield – Rotherham Economic Corridor/Innovation District, centered around the AMP and Sheffield Business Park
 - Masterplanning of the town centre and its potential developments
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8. Finance

Funding	Status of funding. Approved/ Awaiting Approval	2014/2015		Total
RERF				
Capital				-
Revenue		75,000	-	75,000
TOTAL RERF		75,000	-	75,000
Other Funding Sources				
				-
				-
				-
				-
TOTAL OTHER FUNDING		-	-	-
Grand Total		75,000	-	75,000

There is currently £75,000 of revenue money available under the RERF programme for 2014/15, all of which will be utilised by this project.

9. Risks and Uncertainties

Further funding will be required to deliver the projects developed using the Fund. This will be difficult in the current economic climate, but money is available through the next round of EU Programmes and through other sources such as SCRIF, accessed via the City Region LEP

10. Policy and Performance Agenda Implications

The Fund will be used help deliver the RMBC corporate priority of stimulating the local economy and helping people into work. It will also contribute to the delivery of a number of objectives from the emerging Rotherham Growth Plan:-

- Deliver 10,000 net new private sector jobs by 2025
- Target support on those sectors in which Rotherham has an identifiable economic advantage
- Market Rotherham as a great place to do business

11. Background Papers and Consultation

Consultation will be a major part of any feasibility or development work which is carried out using the RERF monies. RMBC Finance have been consulted on the report.

The RERF bid for the project has been approved by the Economic Development Team as meeting the requirements of the RERF programme

Contact Name:

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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