

EXECUTIVE

MINUTES OF THE MEETING HELD ON 9 DECEMBER 2004

Councillors: Phil Barnett (P), Billy Drummond (P), Miss Denise Gaines (P), Mrs Sally Hannon (P), Owen Jeffery (P), Mrs Mollie Lock (P), Dr Royce Longton (P), Mike Rodger (P)

Also present: Councillors Barbara Alexander, Paul Bryant, Keith Chopping, Geoff Findlay, Roger Hunneman, Graham Jones, Tony Vickers, Quentin Webb, Emma Webster, Keith Woodhams, Laszlo Zverko

PART I

123. APOLOGIES.

There were no apologies for absence received.

124. MINUTES.

The Minutes of the meeting held on 11 November 2004 were approved as a true and correct record and signed by the Chairman.

125. DECLARATIONS OF INTEREST.

Councillor Graham Jones declared an interest in Agenda Item 10, and reported that, as his interest was personal, but not prejudicial, he was permitted to take part in the debate.

126. QUESTIONS.

(a) Public Questions

There were no public questions.

(b) Member Questions

- (i) In accordance with the Executive Procedure Rules contained in the Council's Constitution, the following question was submitted by Councillor Keith Chopping to be answered by the Leader of Council:

“How many Amey staff would the TUPE provisions apply to if their posts were transferred back to the Council, and what extra costs would this involve?”

The Leader of Council gave the following answer:

“The Transfer of Undertaking Protection of Employment TUPE regulations based upon an EU directive are likely to apply to nearly all the posts currently within Amey West Berkshire. The precise number will be determined in line with the national TUPE regulations and will depend on the duties of each specific post. The cost of such a transfer will depend on the number of posts that would transfer. Precise information is not currently available and would in any event be influenced by the number of vacancies at the time of transfer. Detailed information can be supplied under Part II at an appropriate time.”

- (ii) In accordance with the Executive Procedure Rules contained in the Council's Constitution, the following question was submitted by Councillor Keith Chopping to be answered by the Executive Member for Culture and Leisure Services:

“What was the total capital expenditure on the closure of Wash Common library?”

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

The Executive Member for Culture and Leisure Services gave the following answer:

“The total cost was £2,030. The breakdown of these figures is as follows. We had disconnection of electricity, £75; phone cables, £35; diversion of phone calls £20; removal of container (crane hire) £1,650; and making good the car park at the community centre, £250.”

Councillor Chopping asked the following supplementary question:

“£1650 was the figure that you mentioned in your reply given to one of my colleagues on 17th June this year. ‘The cost of moving the Wash Common container library was £1,650’. However, in the Capital Budget Monitoring Report dated August this year, it stated that Wash Common library cost £6,518 which was total spend on the scheme to date relating to closure. I will repeat that - £6,518. You’ve just told me £2,030. Why do you think there is that difference?”

The Executive Member for Culture and Leisure Services answered:

“I will have to come back to you on that and will provide you with a written response.”

- (iii) In accordance with the Executive Procedure Rules contained in the Council's Constitution, the following question was submitted by Councillor Brian Bedwell to be answered by the Executive Member for Culture and Leisure Services:

“Will the Executive Member encourage the library service to issue a single timetable for the mobile library service, so that residents can identify the times of visits to their areas without having to collate information from several separate timetables?”

The Executive Member for Culture and Leisure Services gave the following answer:

“Yes.”

Councillor Bedwell asked the following supplementary question:

“Is it reasonable therefore then to expect the residents of Calcot to pick up one sheet of paper with all of the stopping locations and the times that they are stopping and just say weekly rather than for them to have to pick up or find they need three sheets of paper, otherwise they do get misled into thinking that its only stopping once every three weeks, which is in fact what someone told me?”

The Executive Member for Culture and Leisure Services answered:

“I quite agree. I think from our point of view, to have one overriding piece of documentation that gives everybody the information they require, seems wholly sensible and we will be doing everything we can to move towards that and I will keep you informed of the progress we make.”

- (iv) In accordance with the Executive Procedure Rules contained in the Council's Constitution, the following question was submitted by Councillor Brian Bedwell to be answered by the Executive Member for Environment and Waste:

“Given the established and respected 'brand' of the Council's Streetcare service, can the Executive Member tell me why the use of this name has been dropped by the Council when answering calls to the Streetcare telephone number?”

The Executive Member for Environment and Waste gave the following answer:

“I would absolutely agree with the underlying ethos of your question and I think that here was a tremendous esprit de corps which was built up within the Streetcare team. However, you will be also fully well aware that one of the things that we deliberately did at the point, at which the Amey contract was let, was that Amey was responsible for introducing a Contact Centre. The purpose of dropping the Streetcare brand is in

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

order that a fresh name can be brought in which will apply across the whole of the Contact Centre and all ways of contacting by email, by letter, by post, by personal call and by telephone call.”

Councillor Bedwell asked the following supplementary question:

“Would you agree with me that when you accompanied me to a meeting in Reading recently, they were talking about their Streetcare organisation, in fact all of their vehicles are marked up ‘Streetcare’. Chairman, the Officers that I speak to and a number of ordinary staff members are quite disappointed that the brand name of Streetcare no longer exists and I think we should find a way if we can to re-introduce it.”

- (v) In accordance with the Executive Procedure Rules contained in the Council's Constitution, the following question was submitted by Councillor Graham Jones to be answered by the Executive Member for Financial Management:

“What was the total cost of installing and painting the new concrete bollards outside the Council's Market Street Offices?”

The Executive Member for Financial Management gave the following answer:

“In answer to your question the cost of installing and painting the bollards was £2,820. The work was carried out for two very important reasons: The first one was to prevent vehicles mounting the pavement – because that has actually caused nearly £5,000 worth of damage during the last three years. The second very important reason is to protect the health and safety of both the staff and visitors to the Market Street. The reason that they were actually painted was on the request of the Council's Access Officer to help the visually impaired.”

- (vi) In accordance with the Executive Procedure Rules contained in the Council's Constitution, the following question was submitted by Councillor Graham Jones to be answered by the Executive Member for Financial Management:

“How many employees were covered by the additional expenditure of £300,000 on early retirement costs approved by the Executive last month?”

The Executive Member for Financial Management gave the following answer:

“There was one employee involved in this particular expenditure. This was a decision of the Executive called in by the Strategy and Commissioning Select Committee, of which the Conservatives are Chair, who actually approved the recommendation.”

Councillor Jones asked the following supplementary question:

“The correct word is ‘accepted’ not ‘approved’. Why wasn't it budgeted for?”

The Executive Member for Financial Management answered:

“I'll have to get back to you with a written answer on that one.”

127. PETITIONS.

There were no petitions received.

128. WEST BERKSHIRE FORWARD PLAN – JANUARY 2005 TO APRIL 2005.

The Executive considered a report (Agenda Item 6) concerning items to be considered by West Berkshire Council over the next four months.

The Chairman of the Environment and Public Protection Select Committee requested that:

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

- EX0883 – West Berkshire Local Development Scheme should be revised by the Planning and Transport Policy Task Group prior to its discussion by the Executive. It was confirmed that this would take place.
- EX0906 – Concessionary Fares Review. In order to avoid further delay it was requested that the proposals contained in the review be discussed by the Select Committee prior to discussion by the Executive. The Portfolio Member for Highways and Transportation reported that all Members would be consulted.

The Portfolio Member for Community Care and Housing requested an amendment to the Forward Plan as set out below.

RESOLVED that the West Berkshire Forward Plan for January 2005 to April 2005 and its subsequent publication be approved, subject to the amendment listed below:

EX0875 – Changes to Nomination Arrangements to the Board of Sovereign Housing Association to be taken as an Executive Decision on 13 January 2005.

129. PROPOSED SCHOOL MERGERS - CALCOT.

The Executive considered a report (Agenda Item 7) concerning the proposal to merge Calcot Infant and Nursery School with Calcot Junior School in order to form a single all through (3-11yr) primary school.

Audit Commission guidance indicated that between 5% and 10% was the appropriate level for surplus places to allow for efficient use of resources, whilst also meeting some level of parental preference. The current level of primary surplus places stood at 10.8% across the whole of West Berkshire and Officers were tasked with identifying options for the removal of these surplus places.

From the initial brief to look at removing surplus places within West Berkshire a list of criteria was drawn up for consideration and based on research carried out on the criteria and on the basis of further analysis and strategic planning impact, it was agreed that three infant/junior school mergers were appropriate to take forward for consultation.

The consultation process, which included meetings with staff and unions, governors and the local community, began on 18th June 2004 with a closing date of 18th August 2004. However, due to the delay of the public meeting the consultation was extended to 15th October.

Mr Colin Lee, Chairman of Governors at Calcot Junior School, whilst addressing the Executive made the following comments:

- The Governors were unhappy that they had only received the report 2 days ago;
- Mr Lee believed that there were a number of errors contained in the report particularly relating to the number of responses received during the consultation period which he felt should have been much higher;
- In relation to the 2,500 consultation leaflets that were stated as being distributed to homes in the catchment area, Mr Lee lived within 100 yds of the School and had not received a leaflet;
- No corporate response had been sent from either Governing Body because they were awaiting information relating to a detailed business plan, covering financial and site issues;
- Figures reproduced in the table showing achievement of 11 year olds in Summer 2004 national English tests should have stated 88% and not 83.3%.

During discussion of the item Members were informed that if the merger went ahead configuration and use of the buildings and site would be consulted upon with local residents in order to provide facilities for the community eg childcare and healthcare facilities and community activities. It was also not

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

intended to dictate to a merged school how they should organise their facilities as this would be up to the new governing body. It was also acknowledged that throughput education and welfare with the same ethos and standards was much more conducive to raising pupil's standards.

The Portfolio Member for Children and Young People reported that the next stage, if agreed, was to post notices at both schools which would give people a chance to write in and either support or object to the proposals. The proposals would then go to the Schools Organisation Committee, and if they did not come to an agreement, would then go to an adjudicator.

The Ward Member for Calcot requested knowledge of where notices were going to be put up and how many and also how the second stage of the consultation would be organised. He also felt it would be helpful to know what capital sums would be available to a merged school. The Ward Member for Shaw also felt it would be helpful to have this information on the proposed merger of Winchcombe Infant and Junior School. It was agreed that a written response would be provided.

RESOLVED that the Executive approve the publication of notices of the Council's intention to merge Calcot Infant and Nursery School with Calcot Junior School to form a single all through (3-11yr) primary school on the same site and serving the current catchment area, opening in January 2006.

130. **PERFORMANCE REPORT FOR LEVEL ONE INDICATORS – QUARTER TWO 2004/05.**

The Executive considered a report (Agenda Item 8) concerning current performance levels across the Council for the second quarter 2004/05.

During discussion of this item the following comments were made:

- S5 – Abandoned Vehicle PSA continued to show target improvements. Members were pleased to note that this had been achieved through joint working with Thames Valley Police;
- S9 – Partnership with Sheepdrove Organic Farm was into its second year and its success was a tribute to Sheepdrove and the residents of West Berkshire;
- S4 – An Annual Report on the Children and Young People Partnership has been produced and was well received by the Council's partners at the recent Annual Meeting;
- S5 – Completed safety improvements in Compton. The Ward Member for Compton requested information on what the safety improvements actually consisted of. It was agreed that a written response would be provided;
- S10 – Cinema project progressing to schedule. Members were informed that negotiation was near completion and it was anticipated that a report would come back to the Executive in January/February 2005.

RESOLVED that the remedial action proposed in the Appendix to the Quarter Two Performance report be approved.

131. **INTERNAL AUDIT – INTERIM REPORT 2004-05.**

The Executive considered a report (Agenda Item 9) concerning the production of the Statement of Internal Control for 2004-05 that was required to be signed off by the Leader of Council and the Chief Executive. The CIPFA Code of Practice for Internal Audit in Local Government required the "Head of Internal Audit" to make a formal report annually and an interim report during the year on any emerging issues.

Members noted that overall progress in completion of the audit plan was monitored quarterly by the Council through KPI LPIIA2 which showed that 85% of the 03/04 audit plan had been completed and as at 30th September 2004 43% of the 04/05 plan had been completed.

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

During discussion of Appendix 9(a) of the report Members were pleased to note that the summary of audits and opinions were all green except for NNDR which was shown as amber.

In relation to the Audit on Concessionary Fares Follow-Up the Shadow Portfolio Member with responsibility for Finance requested information relating to whether the auditors had checked each item of provision that was due and also the true liability of un-presented tokens. It was agreed that a written response would be provided.

RESOLVED that the outcomes of internal audits completed over the last six months be noted.

132. COMMISSIONING STRATEGY FOR OLDER PEOPLE.

(Councillor Graham Jones declared a personal interest in Agenda Item 10 by virtue of the fact that he was a Member of the PCT Executive. Councillor Jones therefore took part in discussions on this item.)

The Executive considered a report (Agenda Item 10) concerning steps that the Council would be taking, in collaboration with its partners to deliver services to older people in order to ensure that they were fit for current and future challenges.

The Commissioning Strategy provided a framework for the decisions about service provision over a three year period, based on an assessment of needs for the population, what services were currently available and how they were used and what would be needed for the future.

The Strategy had been compiled following consultation with service users, carers, NHS, voluntary sector and WBC staff and also included national priorities and legislation that related to older people.

Members noted that the Strategy had three main objectives:

- to explain the need for change in how the Council provided services;
- to identify the commissioning objectives and the proposed model of service provision; and
- to outline the commissioning action plan and intended steps to achieve the proposed model.

Members sent their thanks to Jan Evans, Head of Older People's Services, and her staff for their achievements in delivering these services for the benefit of all the community.

RESOLVED that the proposals outlined in the Commissioning Strategy for Older People be agreed.

133. UPDATE ON PROCUREMENT STRATEGY 2004-2006.

The Executive considered a report (Agenda Item 11) concerning progress against the Council's three year Procurement Strategy. The WBC Procurement Strategy 2004-06 was written to comply with the recommendations of the National Procurement Strategy for Local Government (October 2003). Since that time there had been developments, not least of which was the formation of the South East Centre of Procurement Excellence, that had moved the emphasis forward.

Members noted that the implementation of the Agresso finance and procurement system was progressing rapidly and would start being used as a live system during the first quarter of 2005. It was anticipated that Agresso would address the weaknesses of the current procurement system.

RESOLVED that the Update on the Procurement Strategy 2004-2006 be approved.

134. FIVE YEAR HIGHWAY AND FOOTWAY IMPROVEMENT PROGRAMMES.

The Executive considered a report (Agenda Item 12) concerning the Highway Improvement Programme for the period 2005-2010 and the Footway Improvement Programme for the period 2004-2009. The Council's Highway Maintenance Strategy for 2001-2006 was described in detail in the Local Transport Plan with updates provided in each Annual Progress Report. The Strategy set out the

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

key objectives for the Council which included highway inspection, road signs and street lighting performance targets aimed at bringing about improvements in the condition of the roads in West Berkshire. The Strategy also included the provision for an on-going five year highway improvement programme.

Members noted that the programme for 2004-05 had recently been completed and was delivered on budget and on time. The targeted approach had led to a reduction, from 50.21% in 2002-03 to 33.5% in 2003-04, in the roads that needed repair.

During discussion of the item Members asked when all roads would be resurfaced using noise reducing asphalts as this reduced noise and irritation to residents. Members were informed that it was intended to use this surface in urban residential areas but would not be sufficiently hard wearing for roads such as the A4.

RESOLVED that the Highway Improvement Programme for the period 2005-2010 and the Footway Improvement Programme for the period 2004-2009 be approved.

135. CAPITAL PROGRAMME MONITORING REPORT SECOND QUARTER 2004/05.

The Executive considered a report (Agenda Item 13) concerning progress that had been made with implementing the Council's Capital Programme for the second quarter of 2004/05. The report encompassed several items including a budget summary for the whole programme, an overview of performance and schemes that were under/overspent by 5% and/or behind schedule.

The Shadow Portfolio Member for Community Safety requested information on when the IEG Statement would be brought before the Executive or Council as it would need to be ratified before it was submitted to the ODPM.

The Shadow Portfolio Member for Strategy and Performance requested further information on Appendix 13(a), relating to 2004/05 budget monitoring, as he stated that the figures contained in the table did not balance. It was agreed that the Head of Resources and Commissioning would meet with Councillor Chopping to go through the figures.

During discussion on project budgets and timings the following comments were made:

- Downs School Accommodation Design and Build – the Ward Member requested clarification on the completion date which was shown as March 2007. Councillor Alexander's recent conversation with the Headteacher suggested that he expected completion in September 2006. Councillor Alexander wanted Officers to assure the School that they would be able to use the new building in September 2006. It was agreed that a written response would be provided;
- Hungerford Library – Members requested information on why the project was currently on hold. The Portfolio Member for Financial Management reported that the Ward Members had used the opportunity to look at the site in a different way with the possibility of providing a sheltered housing block. If this plan was not successful it was intended to continue with the original plan;
- Education – Planned Maintenance Programme – Members asked why there was a £205,000 slippage shown. The Portfolio Member for Children and Young People reported that this could be due to a number of reasons including schools asking for planned maintenance work to be phased for operational reasons.

RESOLVED that the Appendix to the report and any remedial action that was required be noted.

136. LICENSING ACT 2003 – ENCOURAGEMENT OF STREET THEATRE AND OTHER PERFORMANCES.

The Executive considered a report (Agenda Item 14) concerning whether West Berkshire Council should apply for licences for public spaces as a consequence of the Licensing Act 2003. As soon as

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

the Act became law anyone could apply for a Licence for any parcel of land in public ownership. Furthermore, once a licence was awarded that licensee would need to give permission, possibly on payment of a fee, for any street performer to be allowed on that site. If the Licensee was the Council this would ensure that activities such as carnivals, fairs, music performances would be promoted under the Licence held by the Council. This would ensure that the Council would have control over activities to ensure that they were promoted in the spirit of the Act.

RESOLVED that:

- (1) the Council should seek Licences for public land in West Berkshire;
- (2) the Council be recommended to approve that responsibility for making appropriate applications be delegated to the Head of Culture and Youth Services.

137. RISK MANAGEMENT STRATEGY UPDATE.

The Executive considered a report (Agenda Item 15) concerning the progress with developing Risk Management and proposals for moving forwards over the next 12 months. Risk Management was an integral part of the corporate governance agenda and as such it was essential that risk management continued to be embedded into the fabric and decision making process of the Council.

Members were informed that the Council was now obliged to issue a Statement of Internal Control which needed to be completed annually and be signed by the Leader and the Chief Executive. It was recommended that the Statement of Internal Control was reviewed by the Strategy and Commissioning Select Committee prior to approval by the Executive.

Members were pleased to note that in relation to Risk Identification and Management the Council had moved from a score of 2 in 2002 to 3 in 2003 and was moving towards 4 in 2004, under the CPA methodology.

During discussion on risk registers the Executive was informed that there was a Strategic Risk Register and each Service Grouping had Operational Risk Registers. It was agreed that the Strategic Risk Register would be available in the Members' Room.

RESOLVED that progress made with developing Risk Management and proposals for moving forward over the next 12 months be noted.

138. ANNUAL REVIEW OF PERFORMANCE IN SOCIAL CARE.

The Executive considered a report (Agenda Item 16) concerning improvements made in the Council's Social Care Services during 2003/04, as judged by the Commission for Social Care Inspection (CSCI).

The CSCI reviewed the performance of Social Care Services annually and in doing so, evidence was drawn from a number of standard sources, which included:

- Published Performance Assessment Framework (PAF) performance indicators;
- Evidence agreed from quarterly monitoring meetings;
- Information from the Delivery and Improvement Statements (DIS) completed in Spring and Autumn; and
- Information from service inspections.

Members were pleased to note that the Council was now rated as a Two-Star authority judged to be serving most adults well, with excellent prospects for improvement, and most children well, with promising prospects for improvement. In fact West Berkshire's Social Care Services were judged the best across the six Berkshire unitary Councils and the second best across the whole of the South East Region. The Chief Executive reported that he had requested a meeting with the Chief Inspector to ascertain why the judgement had changed from that originally stated of "serving most children well, with excellent prospect for improvement".

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

Members were also pleased to note the pertinent points from the Inspection Report which highlighted how well Staff were doing in providing help and care to vulnerable people.

During discussion of Children's Services Members noted the many improvements outlined in the report and in particular that the Inspection found innovative services for families and children, often leading the way nationally, including the Children and Young People's Strategic Partnership, good public information including web-site, preventive services for children and support for unaccompanied asylum seeking children.

All Members wished to extend their congratulations to the Corporate Director (Community Care and Housing) and all those involved in the Inspection for all their considerable and tireless effort to secure a two-star rating.

RESOLVED that the report and the significantly improved performance achieved across both the Community Care and Housing and Children and Young People's directorates be noted.

139. CALCULATION OF TAX BASE.

The Executive considered a report (Agenda Item 17) concerning the calculation of the tax base for the levying of the Council Tax in 2005/2006, which the Council was required to set by 31st January 2005. During calculation of the tax base it would be necessary to take the number of properties in each band and to adjust this for the estimated effects of new properties, appeals, discounts, losses, etc. The final tax base would be determined by converting all calculations to an equivalent number of Band D properties and the exercise had to be performed at both District and Parish level in order to enable parish precepts and special expenses to be charged upon the local tax base.

Members noted that in making the calculations for 2005/2006 it was necessary to make judgements regarding the adjustments to the calculations for losses, discount appeals etc. Members also noted that the Disabled Persons Discount scheme now applied across all bands.

RESOLVED that the Executive recommend to Council that:

- (1) it approve the report of the Head of Resources for the calculation of the Council's Tax Base for the year 2005/2006;
- (2) pursuant to the Head of Resources report and in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the amount calculated by the West Berkshire Council as its Council Base for each parish for the year 2005/2006 should be as set out in the statement at Appendix 17(b) to the report.

140. LIBRARY STOCK FUND.

The Executive considered a report (Agenda Item 18) concerning a request from the Strategy and Commissioning Select Committee that an increase from £200k to £300k be made to the budget for purchasing books during the next budget setting round.

The Portfolio Member for Libraries and Communication stated that he shared the concerns of the Select Committee and reported that during the process of reviewing the budget he would be asking for an increase in the amount of money available to purchase books, but a decision would have to be made within the parameters allowed. However there was a need to consider and explore other options including a proposal to create a community library at Park House School.

RESOLVED that increasing the budget for purchasing books be considered as part of the budget setting process.

141. RESTORATION OF SHAW HOUSE.

The Executive considered a report (Agenda Item 19) concerning the current state of progress in developing the project and identifying actions for moving towards completion.

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

The Executive was provided with an overview of the current position and was pleased to note that the Heritage Lottery Fund had provided positive feedback and that they had actively extended the project time split into two parts – Phase 1 and 2 followed by Phase 3 later on.

The Ward Member for Shaw raised concerns over the security of the site following several incidences of vandalism including a broken down fence, metal barriers pushed over and bent and broken windows. Members were informed that as soon as the contract started the contractors would then provide on-site security.

Members voiced concerns regarding the cost of the project, which they felt would increase by the end of the project and could result in dipping into the 2006/07 budget and also had revenue implications. In relation to the budget position for replacing the Trinity School Sports Hall, which was largely based on estimated costs and capital receipts and showed a potential budget deficit, Members were informed that the position was still unclear as the Council still didn't know exactly what the land values were.

In relation to the call-in of the Love Lane site planning application Members felt that one option might be to put in another application for a higher density development. Members noted that money raised from the sale of that land could only be used towards the project and the Council was not allowed to make a profit.

RESOLVED that:

- (1) a 3 phased implementation of the overall project as recommended by the Shaw House Project Management Board be approved as follows:
 - Phase 1 – Restoration works to Shaw House, the creation of a new means of access, and the construction of part of the car parking provision.
 - Phase 2 – Construction of replacement Sports Facilities for Trinity School and the subsequent demolition of the existing sports buildings, and completion of the car park.
 - Phase 3 – Restoration of the historic gardens;
- (2) the tender submitted by William Sapcote & Sons Ltd, the details of which were contained in the Part II section of this report, be accepted and that the Head of Legal and Electoral Services be authorised to enter into the appropriate form of contract for the building works to be commissioned on behalf of the Council;
- (3) the tender submitted by Oxford Archaeology, the details of which were contained in the Part II section of this report, be accepted and that the Head of Legal and Electoral Services be authorised to enter into the appropriate form of contract for the archaeological works to be commissioned on behalf of the Council;
- (4) the terms and conditions for the acquisition of the parcels of land outlined in Appendix 19(e) in the Part II section of this report be accepted, and that the Head of Legal and Electoral Services be authorised to enter into the appropriate form of contract to purchase these parcels of land on behalf of the Council.

142. EXCLUSION OF PRESS AND PUBLIC.

RESOLVED that members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972. Rule 4.2 of the Constitution also refers.

EXECUTIVE – 9 DECEMBER 2004 – MINUTES

PART II

143. RESTORATION OF SHAW HOUSE

(Paragraph 9 – terms proposed in negotiations)

The Executive considered exempt appendices that were attached to Agenda Item 19 concerning the restoration of Shaw House.

144. DEVELOPING SERVICES FOR OLDER PEOPLE.

(Paragraph 9 – terms proposed in negotiations)

The Executive considered a report (Agenda Item 21) concerning developing services for older people with high support needs.

RESOLVED that the recommendations as set out in the report be approved.

(The meeting commenced at 6.30pm and closed at 9.00pm)

CHAIRMAN

Date of Signature: