

A meeting of the **OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS)** will be held in **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 6 JANUARY 2022** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## **AGENDA**

### **APOLOGIES**

**1. MINUTES** (Pages 5 - 8)

To approve as a correct record the Minutes of the Overview and Scrutiny Panel (Customers and Partnerships) meeting held on 2nd December 2021.

**Contact Officer: B Buddle**  
**01223 752549**

**2. MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.

**Contact Officer: B Buddle**  
**01223 752549**

**3. NOTICE OF KEY EXECUTIVE DECISIONS** (Pages 9 - 16)

A copy of the current Notice of Key Executive Decisions is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Contact Officer: H Peacey**  
**01480 388169**

**4. OVERVIEW AND SCRUTINY WORK PROGRAMME (Pages 17 - 24)**

The Overview and Scrutiny Work Programme is to be presented to the Panel.

**Contact Officer: B Buddle**  
**01223 752549**

**5. EXCLUSION OF PRESS AND PUBLIC**

To resolve:-

that the public be excluded from the meeting because the business to be transacted contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

**Contact Officer:**

**6. HINCHINGBROOKE COUNTRY PARK DEVELOPMENT (Pages 25 - 158)**

The Panel is invited to comment on the Hinchingsbrooke Country Park Development document.

**Contact Officer: N Sloper**  
**01480 787635**

24 day of December 2021



Head of Paid Service

**Disclosable Pecuniary Interests and Non-Statutory Disclosable Interests**

Further information on [Disclosable Pecuniary Interests and Non - Statutory Disclosable Interests is available in the Council's Constitution](#)

**Filming, Photography and Recording at Council Meetings**

The District Council permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings.

Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

**Please contact Mrs Beccy Buddle, Democratic Services Officer (Scrutiny), Tel No. 01223 752549/e-mail [Beccy.Buddle@huntingdonshire.gov.uk](mailto:Beccy.Buddle@huntingdonshire.gov.uk) if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.**

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

### **Emergency Procedure**

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

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## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS) held in Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Thursday, 2 December 2021.

PRESENT: Councillor D M Tysoe – Chairman.  
Councillors T D Alban, B S Banks, I D Gardener, Mrs M Kadewere, H V Masson, C Smith and Mrs S R Wilson.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors R D'Souza, D A Giles and Mrs S Smith.

IN ATTENDANCE: Councillors Mrs M L Beutell and S J Criswell.

### **26. MINUTES**

The Minutes of the meeting held on 7th October 2021 was approved as a correct record and signed by the Chairman.

### **27. MEMBERS' INTERESTS**

No declarations were received.

### **28. NOTICE OF KEY EXECUTIVE DECISIONS**

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which has been appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st December 2021 to 31st March 2022.

### **29. LITTER MINIMISATION STRATEGY**

By means of a report by the Operations Manager Environmental Services (a copy of which is appended in the Minute Book) the Litter Minimisation Strategy was presented to the Panel.

Following a question from Councillor Gardener, the Panel heard that there were plans to roll out bin sensors in bins beyond town centres and that it was hoped that grants would be available to fund this. The Panel also heard that the Council were working together with National Highways to find a solution to littering in laybys along major routes across the district.

Having heard concerns from Councillor Alban regarding the low number of prosecutions for fly tipping offences despite the hard work from the Enforcement Team, the Panel were assured that the team continues to work diligently to ensure fly-tippers are held to account. Members also heard that intelligence was shared with neighbouring authorities and that a revised enforcement policy would be developed

next year.

Following a comment from Councillor Gardener regarding human waste being thrown from HGVs into residential land, the Panel were advised that such acts could be reported on the Council's website.

Councillor Banks enquired if there were known littering hotspots across the district and the Panel heard that the team were aware of hotspots and continued to share intelligence to monitor this situation.

Councillor Wilson observed that education and changing behaviours would be key to successfully reducing waste across the district. The Panel heard that the team currently work with schools to help educate young people but that this needs to extend to adults and that several schemes are being developed to assist with the implementation of this. Members heard that plans to reduce litter bins were being developed with the onus on the public to take rubbish home with them and allow for more efficient recycling due to a reduction in contamination of recyclable waste.

Councillor Tysoe praised the hard work of Officers and the associated teams for all their efforts in minimising litter across the district.

It was thereupon

RESOLVED

that the Cabinet endorse the recommendations contained within the report.

### **30. COVID 19 DISTRICT IMPACT ASSESSMENT**

By means of a report by the Assistant Director Recovery and the Recovery Programme Manager (a copy of which is appended in the Minute Book) the COVID-19 District Impact Assessment was presented to the Panel.

The Panel heard that the impact assessment underpins the focus of the Council, its communities and partners in achieving an environment, within which, Huntingdonshire and its residents can thrive, protecting and enhancing the natural beauty of the area and ensuring the creation of sustainable places where people want to live. It was also acknowledged that many of the issues identified could not be addressed purely by the Council as some are the responsibility of partners. The impact assessment will allow the Council to take a lead with partners and communities with an evidence base to support a safe and healthy environment, deliver economic growth and create opportunities for the people of Huntingdonshire.

Councillor Alban queried whether the statistics in the report related to Huntingdonshire or Cambridgeshire. The Panel were advised that there was a mixture of district, county and national level statistics. The Panel also heard that some data was not readily available and that due to its nature, may quickly become out of date, however positive relationships were being developed with other local authorities to enable the sharing of and better quality of data. Councillor Alban

requested clarity in future reports around data origination.

The Panel heard from Executive Councillor Criswell that the positive relationships developed with town and parish councils during the pandemic would be built on. The intention of the Impact Assessment was to integrate the work into existing strategies not to create a separate recovery plan thus ensuring business as usual is maintained.

Concerns were raised by Councillor Wilson over the overwhelming amount of data in the report, and also regarding hospital waiting times for non COVID related health concerns. The Panel heard that whilst the Council were very much mindful of such concerns, the focus would remain on what could be influenced and affected by the Council so as to make a positive impact where possible.

Following a question from Councillor Banks on available funding for this work, the Panel heard that this work will become business as usual and integrated into all existing strategies as a future way of working, in order to minimise future pressures on budgets.

Councillor Gardener raised the issue of cycle route improvements, which would have positive benefits on health, active travel and the environment. The Panel heard that an active travel map was being investigated.

The Panel praised the excellent piece of work and thanked the officers involved.

It was thereupon

**RESOLVED**

that the Panel endorse the recommendations contained within the report.

### **31. OVERVIEW AND SCRUTINY WORK PROGRAMME**

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the Overview and Scrutiny Work Programme was presented to the Panel.

Chairman

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**NOTICE OF EXECUTIVE KEY DECISIONS INCLUDING THOSE TO BE CONSIDERED IN PRIVATE**

**Prepared by:** Councillor R Fuller, Executive Leader of the Council  
**Date of Publication:** 22 December 2021  
**For Period:** 1 January 2022 to 30 April 2022

Membership of the Cabinet is as follows:-

Councillor Details		Councillor Contact Details
Page 9 of 158	Councillor Mrs M L Beuttell	Executive Councillor for Operations and Environment
		3 Elton Road Wansford Cambridgeshire PE8 6JD  Tel: 01480 388388 E-mail: <a href="mailto:Marge.Beuttell@huntingdonshire.gov.uk">Marge.Beuttell@huntingdonshire.gov.uk</a>
	Councillor S Bywater	Executive Councillor for Community Resilience and Well-Being
		9 Crabapple Close Sawtry Huntingdon PE28 5QG  Tel: 07984 637553 E-mail: <a href="mailto:Simon.Bywater@huntingdonshire.gov.uk">Simon.Bywater@huntingdonshire.gov.uk</a>
Councillor S J Criswell	Executive Councillor for Recovery	23 The Bank Somersham Huntingdon PE28 3DJ  Tel: 01487 740745 E-mail: <a href="mailto:Steve.Criswell@huntingdonshire.gov.uk">Steve.Criswell@huntingdonshire.gov.uk</a>

Councillor R Fuller	Executive Leader of the Council and Executive Councillor for Housing and Economic Development	8 Sarah Grace Court New Road St Ives Huntingdon PE27 5DS  Tel: 01480 388311 E-mail: <a href="mailto:Ryan.Fuller@huntingdonshire.gov.uk">Ryan.Fuller@huntingdonshire.gov.uk</a>
Councillor J A Gray	Executive Councillor for Strategic Finance	Vine Cottage 2 Station Road Catworth Huntingdon PE28 OPE  Tel: 01832 710799 E-mail: <a href="mailto:Jonathan.Gray@huntingdonshire.gov.uk">Jonathan.Gray@huntingdonshire.gov.uk</a>
Councillor D Keane	Executive Councillor for Corporate Services	1 Bells Villas Mill Street Houghton Cambridgeshire PE28 2BA  Tel: 01480 467147 E-mail: <a href="mailto:David.Keane@huntingdonshire.gov.uk">David.Keane@huntingdonshire.gov.uk</a>
Councillor J Neish	Deputy Executive Leader and Executive Councillor for Strategic Planning	7 Willow Green Needingworth St Ives Cambridgeshire PE27 4SW  Tel: 01480 466110 E-mail: <a href="mailto:Jon.Neish@huntingdonshire.gov.uk">Jon.Neish@huntingdonshire.gov.uk</a>

Councillor K Prentice	Executive Councillor for Leisure and Regulatory Services	2 Ushers Court 89 Great North Road Eaton Socon St Neots PE19 8EL  Tel: 01480 214838 E-mail: <a href="mailto:Keith.Prentice@huntingdonshire.gov.uk">Keith.Prentice@huntingdonshire.gov.uk</a>
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Notice is hereby given of:

- Key decisions that will be taken by the Cabinet (or other decision maker)
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part).

A notice/agenda together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restrictions on their disclosure, copies may be requested by contacting the Democratic Services Team on 01480 388169 or E-mail [Democratic.Services@huntingdonshire.gov.uk](mailto:Democratic.Services@huntingdonshire.gov.uk).

Agendas may be accessed electronically at the [District Council's website](#).

Formal notice is hereby given under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that, where indicated part of the meetings listed in this notice will be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See the relevant paragraphs below.

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing [Democratic.Services@huntingdonshire.gov.uk](mailto:Democratic.Services@huntingdonshire.gov.uk) or by contacting the Democratic Services Team. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the District Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

**Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) (Reason for the report to be considered in private)**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority

5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the Authority proposes:-
  - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
  - (b) To make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Huntingdonshire District Council  
Pathfinder House  
St Mary's Street  
Huntingdon PE29 3TN.

- Notes:-
- (i) Additions changes from the previous Forward Plan are annotated \*\*\*
  - (ii) Part II confidential items which will be considered in private are annotated ## and shown in italic.

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Community Chest Grant Aid Awards 2021/22	Grants Panel	11 Jan 2022 2 Feb 2022 2 Mar 2022 30 Mar 2022		Claudia Deeth, Community Resilience Manager Tel No: 01480 388233 or email: Claudia.Deeth@huntingdonshire.gov.uk		S Bywater & S J Criswell	Customers & Partnerships
Hinchingsbrooke Country Park Investment Update##	Cabinet	20 Jan 2022		Jacqueline Cadogan-Poole, Project Support Officer Tel No: 07732 404780 or email: Jacqueline.Cadogan-Poole@huntingdonshire.gov.uk	3	Mrs M L Beuttell	Customers & Partnerships

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Final 2022/23 Budget and Medium-Term Financial Strategy 2023/24 to 2026/27 for February 2022	Cabinet	10 Feb 2022		Eric Symons, Interim Chief Financial Officer Tel No: 01480 388388 or email: Eric.Symons@huntingdonshire.gov.uk		J Gray	Performance & Growth
2022/23 Treasury Management, Capital and Investment Strategies	Cabinet	10 Feb 2022		Eric Symons, Interim Chief Financial Officer Tel No: 01480 388388 or email: Eric.Symons@huntingdonshire.gov.uk		J Gray	Performance and Growth

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Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Tenancy Strategy	Cabinet	10 Feb 2022		Pamela Scott, Housing Strategy and Delivery Manager Tel No: 07874 887465 or email: Pamela.Scott@huntingdonshire.gov.uk		R Fuller	Performance & Growth
Community Infrastructure Levy Governance	Cabinet	17 Mar 2022		Claire Burton, Implementation Team Leader Tel No: 01480 388274 or email: Claire.Burton@huntingdonshire.gov.uk		J Neish	Performance & Growth
Parking: Agency Agreement for Civil Parking Enforcement in Huntingdonshire	Cabinet	17 Mar 2022		George McDowell, Parking Services Officer Tel No: 01480 388386 or email: George.McDowell@huntingdonshire.gov.uk		Mrs M L Beuttell	Customers & Partnerships

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Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
COVID Recovery Programme - Update***	Cabinet	17 Mar 2022		Liz Smith, Programme Manager (COVID Recovery) Tel No: 07874 894924 email: Liz.Smith@huntingdonshire.gov.uk		S J Criswell	Performance & Growth



## Overview and Scrutiny Work Programme 2021/22

### Performance and Growth

#### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Transport Strategy	Councillor I D Gardener Councillor P L R Gaskin Councillor M S Grice One vacancy	Corporate Director Place	Study has not commenced.
Asset Management Strategy	Councillor I D Gardener Councillor D A Giles	Jackie Goldby/Justin Andrews	<p><b>1st February 2021</b> – Members met with the Interim Commercial Estates Manager and provided input and feedback into the Strategy.</p> <p><b>Next Step</b> The Strategy will be presented to Overview and Scrutiny in Autumn 2021.</p>
Market Towns	Councillor B S Chapman Councillor S J Corney Councillor D B Dew Councillor A Roberts Councillor T D Sanderson	Oliver Morley	<p><b>16th November 2021</b> – Members met to complete scoping document.</p> <p><b>December 2021</b> – Members heard from the Corporate Director – People and selected a focus for the group.</p> <p><b>Next Step</b> Future meetings have been scheduled for the new year to develop the focus of the group.</p>

## Customers and Partnerships

### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Digital Strategy	Councillor D M Tysoe Councillor R J West	Tony Evans	<b>Next Step</b> The Digital Strategy will follow the completion of the Core Service Strategy.
Climate Change Strategy	Councillor T D Alban Councillor Mrs S R Wilson One Vacancy	Neil Sloper	<b>18th October 2020</b> – The Democratic Services Officer (Scrutiny) attended the Centre for Public Scrutiny and Local Government Association Scrutinising Climate Action Webinar on 18th September.  <b>Next Step</b> The remit for strategy development has not been established.
Strategic Review of Markets	Councillor B S Banks Councillor S J Corney Councillor Ms A Dickinson Councillor Mrs A Diaz (also the Executive Councillor for Operations and Environment, Councillor Mrs M L Beuttell)  To conduct a Strategic Review of HDC Markets and produce a Vision statement and a Strategy.	George McDowell	<b>5th November 2020</b> – The Panel received a report and suggested scoping document for the Strategic Review of Markets. Members agreed to endorse the approach and aims as set out in the scoping document and appointed five O&S Members to join the Executive Councillor for Operations and Environment in conducting the Strategic Review.

			<p><b>18th February 2021</b> – The review commenced and Members discussed the survey.</p> <p><b>23rd March 2021</b> – Members reviewed the survey and provided feedback.</p> <p><b>22nd June 2021</b> – Members reviewed the results of the survey and provided feedback.</p> <p><b>20th July 2021</b> – Members agreed that a survey of market traders would be undertaken over the summer.</p> <p><b>Next Step</b> – The report will be presented to the Panel in February 2022.</p>
Waste Strategy	<p>Councillor Ms A Dickinson  Councillor D A Giles  Councillor Mrs S Smith  Councillor Mrs S R Wilson</p>	Neil Sloper	<p>Study has not commenced.</p> <p><b>Update (provided on 24th November 2020)</b> – The delivery of HDC’s Waste Strategy is linked to two other strategies. The first is DEFRA’s Resources and Waste Strategy. This strategy determines any changes to waste collection practices and the options available for the collection of household waste. This has been delayed until spring 2021.</p> <p>The second is the RECAP (Cambridgeshire and Peterborough</p>

			<p>Waste Partnership) Waste Strategy, which is the parent strategy to HDC's Waste Strategy. The partnership has conducted modelling work with DEFRA to look at the impacts and alternatives of different approaches to waste and recycling collection models but is unable to continue the work until DEFRA's strategy is clear.</p> <p>The delay in the delivery of DEFRA's Strategy has had a knock-on effect for the expected date of RECAP's Strategy, meaning that the delivery of HDC's Strategy has been delayed until January 2022.</p>
Lifelong Health – Part Two	<p>Councillor S J Criswell Councillor Mrs A Dickinson Councillor K P Gulson Councillor Mrs S Smith Councillor Mrs S R Wilson One vacancy</p> <ul style="list-style-type: none"> <li>• Identify ways of developing better health outcomes for residents.</li> <li>• Identify the benefits of a whole system approach for the Council.</li> </ul>	Oliver Morley	<p><b>12th September 2019</b> – The Panel received the final report of Part One and agreed to continue the study under the guise of 'Part Two'.</p> <p><b>14th October 2019</b> – The Task and Finish Group met with Liz Robin, Public Health.</p> <p><b>10th December 2019</b> – Following the presentation of the Part One report to Cabinet and the meeting with the Director of Public Health, the Task and Finish Group met to refocus the scope of the study. The study will now focus primarily</p>

		<p>on collaboration with Parish &amp; Town Councils and community groups in order to improve residents' physical activity and well-being.</p> <p><b>13th January 2020</b> – The Task and Finish Group received a presentation from Active Lifestyles and assessed the interaction the service has with Parish &amp; Town Councils and community groups.</p> <p><b>28th January 2020</b> – Alyce Barber, Community Development Officer, attended and informed Members of her work with projects that helps build social contact, builds support networks and addresses mental health issues. Members will also discuss the evidence that links an individual's mental health with physical health.</p> <p><b>12th February 2020</b> – The Task and Finish Group received and discussed a number of case studies.</p> <p><b>26th November 2020</b> – The Group met and conducted an evidence review. Members recognised that the health issues discussed were around before the pandemic, however they have been affected by it. Despite this, it was decided that any health plan for the District should</p>
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			<p>look beyond the pandemic and be a post Covid-19 plan. The Group decided that the recommendations should be focused on the following themes: access to healthy food, mental well-being and physical health.</p> <p><b>Next Step</b> – A final report is in the process of being drafted.</p>

Completed

Topic	Membership & Scope	Lead Officer	Progress
Health	Councillor M Haines Councillor Mrs M Kadewere Councillor T D Sanderson Councillor Mrs S Smith Councillor Mrs S Wilson	TBC	<b>17th November 2021</b> – Members met to complete scoping document. <b>December 2021</b> – A presentation from Oliver Morley was arranged, following which, it was decided to disband the group.
Flooding Review	Councillor Mrs S J Conboy Councillor S J Corney Councillor I D Gardener Councillor D M Tysoe Councillor R J West  Compile and review evidence (quantitative and qualitative) relating to the December 2020 flooding events, to: 1) Understand what happened. 2) Review the response. Consider future prevention/mitigation.	Corporate Director Place	<b>28th January 2021</b> – The Task and Finish Group met and began the review.  <b>25th February 2021</b> – Quinton Carroll, Hilary Ellis, Sue Grace and Emyr Price of Cambridgeshire County Council attended the meeting and answered Members' questions.  <b>11th March 2021</b> – Paul Burrows and Phillipa Hulme of the Environment Agency attended the meeting and answered Members' questions.  <b>July 2021</b> The final report was presented to the Panel and Cabinet.  <b>October 2021</b> Cabinet feedback was presented to the Panel.

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