

MINUTES OF A MEETING OF THE COMMUNITY, ENVIRONMENT AND LEISURE OVERVIEW AND SCRUTINY COMMITTEE HELD IN COMMITTEE ROOMS 2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON WEDNESDAY, 10 JUNE 2015 AT 2.00 PM

Present

Councillor JC Spanswick – Chairperson

DK Edwards
G Phillips

CA Green
KJ Watts

RM James
R Williams

JR McCarthy

Officers:

Alex Carey
Susan Cooper
Kevin Mulcahy
Mark Shephard

Scrutiny Support Officer
Corporate Director - Social Services & Wellbeing
Group Manager - Highways Services
Corporate Director - Communities

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Members for the reasons so given:-

Councillor P J White – Holiday
Councillor R D Jenkins – Mayoral engagement
Councillor C L Jones – Trade Union commitment
Councillor D R W Lewis – Prior commitment

The Chairperson gave a warm welcome to Alex Carey, the new Scrutiny Support Officer who was attending his first Overview and Scrutiny Committee meeting.

2. DECLARATIONS OF INTEREST

Mr Alex Carey declared a personal interest in Agenda Item 5, in that one of the Invitees coming to respond to questions in respect of the report was his Senior Officer when he previously held a position within the Highways Department of the Authority

3. APPROVAL OF MINUTES

That the Minutes of a meeting of the Community Renewal and Environment Overview and Scrutiny Committee dated 13 April 2015 be approved as a true and accurate record.

4. SPORT PLAY AND ACTIVE WELLBEING

The Chairperson invited the Invitees to the meeting, and the Corporate Director – Social Services and Wellbeing gave a resume of the report, following which the meeting entered into a question and answer engagement.

The Chairperson made a general comment, in that in terms of future similar reports there needed to be more in the way of outcomes included therein, rather than outputs and inputs.

A Member referred to paragraph 4.19 of the report, where it stated that the service had responded to the challenge of supporting partners to focus on the prevention and wellbeing based interventions that can reduce the need for higher cost provision or support. This approach was compatible with the Social Services and Wellbeing Act, developing community based interventions where appropriate. He asked if this related solely to Council owned sport and recreation centres/facilities led on by Halo, or also included private operations ie other small gyms and keep-fit type centres.

The Group Manager – Sports and Physical Activity advised that the data included in the report related only to Council owned Centres and leisure buildings, for example the type of programmes that were available for members and the paying public and how many visits were made to these over a given period.

A Member noted from paragraph 4.1 of the report, that a Play Sufficiency Action Plan for Bridgend, recognised the need for partnership approaches to redressing imbalances in opportunity for targeted populations and communities. He commended this approach.

The Group Manager – Sports and Physical Activity advised that this play sufficiency approach introduced by Welsh Government meant that Wales were the first nation in the world to place a statutory duty in relation to the encouragement of play by all ages, particularly the young, and to look at and monitor the outcomes of this, from both a quantity and quality perspective. There would definitely be a partnership approach between the local authority, Halo and other stakeholders and related organisations to deliver upon the components of the Action Plan.

There was however, no funding to support this initiative, and therefore a different approach that required consideration and innovative thinking needed to be put in place to both move the Action Plan forward, and compensate for the lack of funding that would be forthcoming to financially support it.

A Member referred to page 12, paragraph 4.2 of the report and asked Invitees if they could explain the rationale behind the calculation formula used to calculate the number of visitors that had visited Council operated physical activity bases during the last couple of years.

The Group Manager – Sports and Physical Activity advised that the calculation had been over a 2 year period, and that the figure for 2014/15 had been 1,242.624, and 1,438.439 for the previous year..

This included not just Halo operated Centres, but other dual used facilities that included parks and playing fields. He added that the visits accounted for the fact that in this time, particularly latterly, visits to Halo operated Leisure Centres had increased while visits to more outdoor leisure facilities including parks and playing fields had decreased.

The Corporate Director – Social Services and Wellbeing added that the increase in visits to Council owned Leisure facilities had increased as previously they were being improved, restructured and renovated, and during this time visitors to these facilities had predictably reduced in number.

The Cabinet Member – Communities added that one set of figures in this section of the report signified the number of visits per thousand population, whilst the other showed the total figure per say.

A Member felt that large playing fields and open areas should be protected where possible, in order to ensure that there are areas within the County Borough that can be used for recreation and play, and that Officer's should work with Planning Officers in the consideration of land allocation uses within the Local Development Plan, with a view to not losing these areas.

The Group Manager – Sports and Physical Activity advised that as part of the Play Sufficiency Assessment Officers were requested to consult with key Officer's such as those within the Education and Planning Departments, with a view to protecting outside areas where play could be facilitated. There were some subtle yet distinct differences on what constituted open space ie for play and recreation, as opposed to areas of land that was required to be used for other community needs.

A Member asked that in terms of usage of Council owned football, rugby and cricket pitches, if there was any data available to confirm not just the number of different teams and clubs that used these facilities, but also the number of games and individual involved over the course of a season.

The Group Manager – Sports and Physical Activity confirmed that the Authority had for some time, been endeavouring to put the onus on Clubs and associations to maintain the playing fields and Club houses/changing rooms they used, and there was ongoing dialogue with a view to this being achieved as far as was possible across the County Borough. Funding was set aside in the budget to help support and Clubs to move towards this, and last financial year this figure amounted to £101k. He added that although he had no data available with him to respond to the Members question, he could obtain this and provide it to Members outside of the meeting, as well as for other sports that were more female than male orientated.

A Member expanded upon a point made earlier in debate, in that there was a massive demand for playing fields upon which to play sport and other recreational activities. In terms of closing schools under the School Modernisation Programme, whilst he recognised the need to do this to amalgamate schools and build new, as a number of schools were structurally not up to the standard that was required, he felt that while there was merit in selling on the school (or site it was situate on) the adjoining playing field areas should be retained by the Authority to encourage the use of sport, play and other activities. He felt that Officers should more actively link in with the Education Department to retain some of these areas for the reasons given above.

The Group Manager – Sports and Physical Activity advised that when new build schools were being planned to be constructed, steps were taken to ensure that there were facilities available at the new school, not just to provide for sports and other physical activities for pupils at the school, but to ensure that there are sufficient facilities and open space provided to cater for the needs of outside users. An example of this was at the Coleg Cymunedol Y Dderwen school.

He added that a similar theme would be followed in respect of the new school provided at Parc Derwen, ie that this would also include the provision of playing fields that could be used not just be the school but the public also.

The Cabinet Member – Communities advised Members that he had only recently taken over this portfolio, but he had noted the points Members had made above, and asked

Members to directly link in with him if they were aware in the future of any playing fields, including those that are disposed of as part of the selling of schools.

The Group Manager - Sport and Physical Activity acknowledged the scope there was to open up facilities at schools so that they are available for the wider community. He added that there was a flagship Project underway at Brynteg Comprehensive School whereby a fitness facility had been provided there to encourage females to become more actively involved in wellbeing activities, and further funding initiatives were being sought to roll this out to other schools, to include the wider community.

A Member noted from paragraph 4.6 of the report that the service now had formal partnerships with 33 Primary schools, 9 Secondary schools and 2 Special schools to further develop active, healthy and physically literate young people with expansion scheduled for 2015/16. He noted that this was work still in progress, but asked Invitees if Members could be further informed of outcomes on this in due course, including which schools had not committed to such a partnership arrangement.

The Group Manager – Sport and Physical Activity advised that he would share this with Committee members at an appropriate date within the future.

A Member noted from paragraph 4.9 of the report that the Porthcawl Marina had achieved 100% birth occupancy, however, a Feasibility Study previously undertaken had indicated that a larger Marina than that provided for would not have been viable, even though there was a waiting list for Occupancy Births there. She asked if the Consultants who had carried out the Study had miscalculated, and if in fact a larger Marina could have proved viable after all..

The Group Manager – Sport and Physical Activity confirmed that he had not had any direct involvement in the Capital development or scoping of the Project, though he was aware that 80 – 90% of the occupants of the births were from the area of Porthcawl. He did acknowledge that the Marina had proven to be a popular initiative.

The Chairperson referred to paragraph 4.13 of the report, and noted that the service has conducted the play sufficiency assessment required by Welsh Government, and that it also manages the annual Action Plans and performance reporting requirements. He asked by what method was the Action Plan reported.

The Group Manager – Sport and Physical Activity confirmed that the Action Plans were monitored and reported upon annually to Welsh Government, and that in 2016 the Play Sufficiency model would be re-assessed for the next 3 years after that, and the outcomes from the existing Action Plan together with the aims and objectives etc, for the re-assessed model would be shared with Overview and Scrutiny and the Local Service Board at an appropriate date within the future.

In respect of paragraph 4.14 of the report, and school holiday play programmes arranged with certain Town and Community Councils, the Chairperson felt it would be advantageous if further information on the success or otherwise of these schemes could be shared with Members in due course. This was agreed to by the Invitees.

The Chairperson noted from paragraph 4.18 of the report, that the service had managed investment into the Play Action Plan by Welsh Government, including the purchase of play equipment and training programmes, and he asked how much finance had been committed to the above by WG.

The Group Manager – Sport and Physical Activity that this was nearly 60k for outdoor based activities where areas where there was deprivation were concentrated upon in terms of improving facilities in such areas. Also provisions had been provided that also catered for the disabled etc. He could provide more detail regarding exactly what had been provided and in which localities of the County Borough, outside of the meeting.

The Chairperson referred to paragraph 4.23 of the report and the 'Us Girls' programme promoting increased female activity levels which has created a new Community Interest Organisation and 5 Network groups run by girls. He asked for some further information on this, including how less active girls were identified.

The Group Manager – Sport and Physical Activity advised that this new Community Interest Organisation, though being an objective of the Local Sports Plan, was organised by the female participants themselves, though BCBC allocated resources to the programme. The programme consisted of females being trained in various different types of activity events and then participating in these. It was a very positive programme he added.

A Member referred to paragraph 4.28 of the report, and reference to barriers being in the way of young carers becoming involved in physical activity. He asked if Invitees could expand upon what these barriers were.

The Group Manager – Sport and Physical Activity advised that these barriers related primarily to transport and cost issues, though these now having been identified, were being looked at in order that they could be overcome, for example through organising more local activity programmes situate within the locations where these people lived. He would share progress regarding the above with members as things developed.

The Corporate Director – Social Services and Wellbeing added that this week was Carers Week and that issues such as that highlighted above, could be shared with Carers including other key information highlighted under the Social Services and Wellbeing Act. It was intended to develop the Carers agenda further in respect of their engagement in sport and activity.

A Member referred to paragraph 4.34 of the report, where it indicated that BCBC had established a partnership with Neath Port Talbot and Swansea Council's to work collaboratively on the Park Lives initiative, to establish volunteer led activities in park settings for people of all ages. He asked Invitees what this initiative was.

The Group Manager – Sport and Physical Activity that this was a project that had been introduced by Coca Cola Lite, and involved more lighter type physical outdoor activities including gardening. This had been introduced previously in Birmingham, and proved a successful programme there. The Welsh Government were advocating the programme on an all Wales basis, but in terms of BCBC's involvement with the two other Authorities this was presently work in progress.

Finally, a Member noted from the report's financial implications section, that savings in respect of the areas covered within the report were in the region of £247k for 2015/16. He asked how these were intending to be achieved.

The Group Manager – Sport and Physical Activity advised that the savings had been made as part of the Agreement with GLL/Halo Partnership, and had been made as part of BCBC's Efficiency savings.

The Corporate Director – Social Services and Wellbeing added that a further report would be shared with Members, that would include data and other outcomes regarding the use by the public of the BCBC Leisure buildings that are now being run through a partnership arrangement with GLL/Halo.

Conclusions:

The Committee noted the report, which provided an update on the key areas of performance of Bridgend county Borough Council's Sport, Play and Active Wellbeing service during 2014/15.

- Members raised several queries regarding services managed by Halo Leisure Ltd, the Corporate Director – Social Services and Wellbeing explained that there would be a report on the Halo contract and service plan coming to a Community Environment and Leisure Overview and Scrutiny Committee meeting later in the year.
- Members raised concerns that the report was 'light' on information regarding the provision of space and opportunity for informal play and activities.
- Members raised concerns regarding the tension between the need for identifying space for building housing and the consequent increase in need for play spaces.
- Members queried the presentation of information on the number of physical activity based visits to Council operated leisure facilities. The Officer explained that the figures had been presented in two different ways, as both actual and per 1,000 population.
- Members raised concerns regarding lack of consistency in collecting information regarding Town and Community Council partnership activities.
- Members commented that the 100% take up of berths in Porthcawl Harbour and the waiting list for spaces may indicate that the original estimate for take up of spaces underestimated demand and potential and consequently impacted on decisions regarding the size of the harbour at the planning stage.
- Members queried progress on the 'Park Lives' initiative and the potential partnership with Neath Port Talbot and Swansea. The Officer said that it was still early days and that discussions were still taking place.
- Members were concerned that the report did not contain much information on outcomes and impact on individuals and communities, the Corporate Director – Social Services and Wellbeing acknowledged this and agreed that future reports would contain information on outcomes.

Further Information requested

- Members requested a breakdown of figures for the number of physical activity based visits to Council operated leisure facilities to illustrate the trend data more clearly using like for like figures for comparison.
- Members requested more information on which BCBC schools are involved in formal partnerships to develop active, healthy and physically literate young people, and on how expansion is planned.
- Members requested more information on the Play Sufficiency Duty Assessment.
- Members requested a breakdown of the information collected from Town and Community Councils to help to establish where information needed for evaluating the success of the partnerships and the activities may be incomplete.
- Members requested further information on the scope, results and feedback collected following the consultation carried out with young carers to identify barriers to regular participation in activities.

5. CAR PARKING MANAGEMENT AND CIVIL ENFORCEMENT

The Corporate Director – Communities submitted a report, the purpose of which was to advise Members on progress regarding Civil Parking Enforcement (CPE) within Bridgend Town Centre.

By way of introduction, he confirmed that the title of the report covered quite a broad area of service, and that a considerable number of reports had been presented to Cabinet in respect of car parking over the past 12 months or so, as part of the MTFS considerations. There was also a proposal to close the Rhiw car park in order to rebuild this as well as providing housing and retail accommodation on this site, and this would take up to 18 months to complete. The sale of Sunnyside offices would also add to the loss of car parking spaces with 210 staff car parking spaces being lost as a result of this.

The above would result in some challenges for the Authority, certainly over the short term not just for BCBC employees, but also for people who trade in the town and rely on car parking facilities being available for this purpose.

A Member referred to Civil Parking Enforcement Officers and asked Invitees as to what criteria was used in terms of where they operated.

The Group Manager – Highway Services confirmed that there were only a limited number of these Officers employed between BCBC and the Vale of Glamorgan Council's, and though they worked hours under a split shift arrangement including weekends, they could not cover all areas of these areas fairly consistently, as there were insufficient numbers of them to achieve this.

They monitored in particular, schools and busy areas such as town centres, including Porthcawl during the summer season when a significant number of tourists visited this location. They also covered certain "hot spot" areas, where unauthorised parking was a problem, as well as responding to calls of complaint reactively speaking.

They also tended to monitor areas where they could use enforcement action for those that had parked illegally, ie on double yellow lines and areas where there were restricted parking times.

The Corporate Director – Communities added that there was no set schedule as such which outlined specified areas that they monitored, and areas were prioritised as the Officer had said. They had to concentrate in the main in town centre areas, as these were the locations where there was mostly a problem with illegal parking.

A Member asked if there was any possibility of employing more of these Officers in order to look to increasing from drivers who parked in an illegal or unauthorised manner.

The Group Manager – Highway Services explained that this would not be counter-productive, given that to date not enough income was being made from people who offended to justify employing more Civil Parking Enforcement Officers. He added that Civil parking Enforcement was not just about gaining an income stream for the Council, but probably more about educating vehicle owners to park in places where they should park. CCTV also helped with situations of Civil Parking Enforcement.

The Chairperson referred to paragraphs 3.3 and 3.4 of the report regarding Penalty Charge Notices and vehicle owners appealing against the issue of these through Denbighshire County Council who lead on behalf of 9 Welsh authorities in terms of processing payments under the Wales Penalty Processing Partnership. He asked if there was any data available to reflect the income being received in respect of the issuing of successful penalty notices.

The Group Manager – Highway Services confirmed that Appeals against the serving of these notices were dealt with by the relevant Authority prior to being referred to Denbighshire. He was able to provide data for Members outside the meeting, but it would only be in respect of BCBC.

A Member noted that the business case for the combined service to be self financing estimated that approximately 14,000 PCN's would require issuing per year, and the level of infringements were just short of this level, even though they are higher than were predicted. He further noted that the Council were experiencing a financial shortfall as a result of this, and asked if this was estimated to be a loss year on year.

The Group Manager – Highway Services advised that the report was slightly misleading, in that there had been a profit made last year in terms of income received as a result of the successful serving of Penalty Charge Notices, when compared to outgoings in terms of the financial support of Civil Parking Enforcement Officers. There were reasons for this, that included Civil Parking Enforcement Officers being assisted in their work by other staff during the course of their normal day to day duties, such as Car Park Attendants staff carrying out some of the work they undertook, as well as income coming from unsuccessful Appeals against the serving of Notices. There were other avenues of funding that were also received that were not specified in the report.

A Member asked if Civil Parking Enforcement Officers had radio's in order that they could communicate, for example, with PCSO's from the Police.

The Group Manager – Highway Services advised that the above Officers did have Mobile Phones in order that they could communicate with each other and the Main Office etc, but not radio's as such.

The Corporate Director – Communities confirmed that though he was not adverse to there being some crossover work arranged with the Police, different legislation covered the work of the Police and these local authority Officers in relation to highway matters.

The Group Manager – Highway Services in respect of a question in relation to residents parking schemes, advised that though they worked in some areas, they did not in others. The main issue that arose, was that on occasions residents returned home after going out in their vehicle, only to find that a member of the general public had parked their vehicle in their allocated parking space.

A consultation exercise had recently been carried out in respect of the provision of residents parking schemes being provided in certain areas, and the feedback received on this would be considered by the Cabinet Member – Communities and the Corporate Director – Communities.

A Member asked why residential streets adjacent to Bridgend Town Centre and those adjacent to Porthcawl sea front were being targeted as residents parking schemes, when there was a problem with on-street car parking outside schools in the County Borough. These areas also required targeting to ensure children's safety when walking to/from school.

The Group Manager – Highway Services that there had been a longstanding problem with regard to unauthorised on-street parking in some areas of Bridgend town, so there was a justifiable reason to introduce residents parking schemes in these areas. Bridgend had been the subject of a number of transitions in terms of car parking. This had now been compounded by the fact that there would be considerable upheaval in terms of car parking provision for visitors to the town centre in the next few months and longer, discussed earlier in the debate. There was a need therefore to ensure that unlawful parking was not taking place as a result of this. Porthcawl and Bridgend had been selected as areas for residents parking schemes, as funding had been made available specifically for these two town locations, the former through pay and display parking. These were the reasons why these two areas had been given priority he added.

In terms of schools, the Corporate Director – Communities added that the provision of resident parking schemes were not necessarily the answer to resolve parking problems in such locations. It could be that the design of roads and lanes etc, serving the school may need to be modified as well as the access/egress points of the school. A different solution such as this may need to be considered he felt, as oppose to resident parking schemes.

A Member asked that if permit parking schemes were introduced, would this generate more income for the Authority, and if so, was it possible for this to be committed to employing extra Civil Parking Enforcement Officers.

The Group Manager – Highway Services replied that a Business Case could not be made for the above, as the aims and objectives of schemes such as that being discussed above, were for the benefit of residential communities, as well as to educate perpetrators to park legally in the correct places.

The Corporate Director – Communities concurred with this, and added that the aim was for the public to comply in terms of parking their vehicle in an appropriate place where which to do so. However, income from will still be generated through avenues such as car parking fees and Civil Parking Enforcement fines.

The Group Manager – Highway Services further added that if people were parking in correct places within any given location, then this helped with the free flow of moving traffic and reduced traffic queues.

The Chairperson pointed out that the information in terms of costs, revenue and other associated information shown in Paragraph 4.2 of the report, did not correspond with similar information outlined in Paragraph 7.1 of the report, headed financial implications, and he asked Invitees if they could update Members further on this outside the meeting to which they agreed.

A Member noted from Paragraph 4.11 of the report, that it was recognised that capacity issues within remaining car parks in Bridgend had been acknowledged in light of the proposal for the replacement of the Rhiw Car Park, and that measures of mitigation were being considered prior to possible implementation. He asked what these were.

The Corporate Director – Communities advised that the above would be mitigated by temporary parking being made available at the Lorne Stewart and former Coed Parc Library sites as was detailed in Paragraph 4.12 of the report, as well as in Minerva Street also.

He added that it was also being examined if extra spaces or room could also be found in existing car parks.

The Corporate Director – Communities added that there would be a loss of 270 car parking spaces in the Rhiw Car Park, though there was no option there as the car park had to be closed to be modernised in any event.

He further added that Members needed to recognise that car parking income was obviously likely to be reduced during the time that there was a reduction in car parking provision. A worse case scenario if it became very evident that the car parking available within Bridgend whilst the Rhiw Car Park was out of action was insufficient, would be to look at car parking options just outside of Bridgend such as in Ysgol Bryn Castell school.

The Chairperson asked how many car parking spaces would be lost in total due to the changes affecting the Rhiw Car Park and the proposed sale of Sunnyside offices.

The Corporate Director – Communities confirmed that he thought this number would be approximately 100, but he would advise the Member accordingly at the earliest convenience.

As this concluded debate on the items that the Invitees had been requested to attend for, the Chairperson thanked them for attending and responding to Members questions.

Conclusions:

The Committee noted the report, which advised Members on the progress of the Civil Parking Enforcement (CPE) within Bridgend and changes to car parking arrangements within Bridgend Town Centre.

- Members asked whether Enforcement Officers and PCSOs are working in partnership and communicating effectively to identify and address potential issues pro-actively. The Officer responded that this was probably happening currently on an informal basis.
- Members queried how the success of Civil Parking Enforcement was being assessed. The Officer responded that there had been requests for more enforcement from citizens in areas where they felt it was needed. Members commented that this may not be a completely representative measure of success.
- Members queried whether the combined service is self-financing, the Officer confirmed that it was but acknowledged that this was not clear from the figures presented in the report.

Recommendations

- The Committee recommends that Enforcement Officers work more closely in partnership with PCSOs to enable better communication and to ensure that issues are dealt with pro-actively and effectively.
- The Committee recommends that the impact of parking around schools on the safety of children be considered a priority when decisions are made on parking restriction and enforcement.

Further Information requested

- Members requested further information on the rationale for prioritising areas for enforcement activities.
- Members requested information on the number and nature of PCN appeals, to include the percentage of successful appeals and the reasons for overturning the decision.
- Further detail is requested regarding the financial situation, the Committee would like the information presented in a clearer format with CPE information presented separately.
- Members requested further detail on the measures being implemented to mitigate the impact of the loss of parking at Sunnyside and the temporary loss of parking due to the development of the Rhiw car parking facility. The information is requested in a format to show the potential sites for parking, number of spaces available at each site and the distance from the town centre and Civic Offices.

6. ANNUAL FORWARD WORK PROGRAMME REPORT 2015-16

The Assistant Chief Executive Legal and Regulatory Services submitted a report, that presented Committee with suggested topics for consideration in the development of its Forward Work programme for 2015-16.

RESOLVED: That Members agreed to identify 12 primary topics for inclusion in the Programme, acknowledging that some of the dates for the items on the Forward Work Programme may be subject to change, following the first Community Environment and Leisure Pre-Agenda meeting on 15 June 2015.

7. CORPORATE PARENTING CHAMPION BREP NOMINATION REPORT

The Assistant Chief Executive Legal and Regulatory Services submitted a report, the purpose of which, was to request the Committee to nominate one Member as its Corporate Parenting Champion to represent the Committee as an Invitee to meetings of the Corporate Parenting Cabinet Committee. The report also sought nominations for the Budget Research and Evaluation Panel in line with the Corporate Resources and Overview and Scrutiny Committee's recommendations made as part of the 2015/16 budget setting process.

RESOLVED:

- (1) That it was agreed that Councillor R D Jenkins be the Committee's Invitee on the Corporate Parenting Cabinet Committee.
- (2) That Councillors C A Green and J C Spanswick be the Committee's nominations to sit on the Budget Research and Evaluation Panel

8. FORWARD WORK PROGRAMME

The Assistant Chief Executive – Legal and Regulatory Services submitted a report, to present the items due to be considered at the Committee’s meeting to be held on 28 July 2015, and seek confirmation of the information required for the subsequent scheduled meeting to be held on 8 October 2015.

RESOLVED: That the report be noted.

9. URGENT ITEMS

None

The meeting closed at Time Not Specified