

Cabinet**Thursday, 16 December 2010, County Hall, Worcester (10.00 a.m.)****Minutes****Present:**

Mr A I Hardman (Chairman), Mr A N Blagg, Mrs E A Eyre, Mr S E Geraghty, Mr W P Gretton, Mr M J Hart, Mr D W Prodger and Mr J H Smith

Also attended:

Mr R C Adams, Mrs M L Drinkwater, Mrs E Moffett, Mrs P J M Morgan, Mrs F M Oborski, Mr C T Smith, Mrs E B Tucker.

Available papers:

The members had before them:

- A. The Agenda papers (previously circulated);
- B. The Minutes of the meeting of the Cabinet held on 25 November 2010 (previously circulated).

(A copy of document A will be attached to the signed Minutes).

**1195. Chairman's
Announcements**

The Chairman reminded members, press and public that a special meeting of the Cabinet would be held on 23 December 2010 at 10.30am to consider the Budget 2011/12 and a number of other budget-related items deferred from this meeting.

**1196. Apologies and
Declarations of
Interest
(Agenda item 1)**

An apology for absence was received from Mr S J M Clee.

Mrs E A Eyre declared a personal interest in agenda item 7 as a Governor of Tudor Grange Academy and in agenda item 10 as Vice-Chairman of the Cotswold Conservation Board.

**1197. Public
Participation
(Agenda item 2)**

None.

**1198. Confirmation of
Minutes
(Agenda item 3)**

RESOLVED: that the Minutes of the meeting held on 25 November 2010 be confirmed as a correct record and signed by the Chairman.

**1199. Annual
Performance
Report – Adult
Social Care
(Agenda item 4)**

Every Council with responsibility for adult social care services was assessed annually by the Care Quality Commission (CQC). The Commission formally published its assessment of performance for the year 2009/10 on 25 November 2010.

Worcestershire's overall judgement for 2009/10 was "performing well". This was the same level as in 2008/9. Within this overall judgement, the Council was rated as performing "Well" in five of the categories and "Excellent" in two. These judgements were identical to 2008/9 except for the last outcome area, "Maintaining personal dignity and respect", where the score had improved from performing "adequately" to performing "well". The improvement in this area reflected the considerable progress made by the Council in strengthening its arrangements for adult safeguarding following the January 2009 inspection. The overall summary provided by CQC recognised the progress made by the Council in many areas.

The areas for improvement that were identified were:

- Demonstrate impact of action taken to address increased sickness levels amongst staff, and
- Continue to evaluate the impact of developments to safeguarding arrangements and processes.

The Directorate had developed an absence management action plan to address sickness levels. The Directorate was also continuing to monitor and regularly review its safeguarding arrangements and processes. Actions in both of these areas were linked into the Directorate's business planning process and subject to continued scrutiny by the CQC, the Council's auditors and the Council's scrutiny arrangements.

In the ensuing discussion, the following main points were made:

- (a) the Care Quality Commission would no longer conduct an annual performance assessment of councils under existing arrangements;
- (b) the Director of Adult and Community Services confirmed that there would continue to be some form of alternative assessment arrangements in place and that the Council would still need to report on its performance statistics. A system of assessment which focused on sector-led improvements across regions whereby local authorities could compare performance and draw on good practice was in the early stages of development;

**1200. Ofsted/Care
Quality
Commission
Inspection Report
on Safeguarding
and Looked After
Children
(Agenda item 5)**

- (c) members very much welcomed such a positive report which highlighted the many areas of strength. Good progress was being made and it was hoped that this would continue.

RESOLVED: that the Annual Performance report issued by the Care Quality Commission be welcomed and the Directorate's response to the report be endorsed.

In July 2010 Worcestershire underwent an Unannounced 'snapshot' Inspection of contact, referral and assessment arrangements. As a result of a 'priority action' being identified from this and having been given two weeks notice, it received a two week inspection of Safeguarding and Looked After Children services in October 2010. The purpose of the inspection was to evaluate the contribution made by relevant local services and partnerships i.e. Worcestershire's Children's Trust and Local Safeguarding Board, towards ensuring that children and young people were properly safeguarded and to determine the quality of the service provision for Looked After Children and care leavers. A wide range of evidence was gathered and evaluated by inspectors and the Inspection Report was published on 12 November 2010.

The inspectors judged overall that effectiveness of safeguarding was inadequate and that effectiveness of services to looked after children was adequate. In terms of capacity to improve, the inspectors judged this to be adequate for both Safeguarding and Looked After Children services. In total, there were 33 judgements of which only one was judged as good – 'health outcomes for looked after children'. The areas for development and priority action identified were consistent with those that had been highlighted by the Unannounced Inspection in July. Significant action had consequently been taken following this, with more planned. However, due to the short timescale between inspections it was not possible to evidence the impact of this on improved outcomes for children and their families to the extent required.

In judging 'capacity to improve' as adequate, the inspectors recognised that the Council had already started to take significant steps forward to improve services. Additionally, the Children's Trust Board had proposed that its revised priorities for 2011 onwards would have a much stronger focus on safeguarding and looked after children. Consideration was being given to how this could be further supported by all members through a Safeguarding reference group for members. The Council, along with its partners and the Worcestershire Safeguarding Children Board, had drafted an Improvement Plan based on the 17 recommendations. The Plan would be performance



managed by a Board which would include partners to ensure a collective responsibility for improvement and that there was challenge to progress. The Improvement Board would report on progress to the Safeguarding Children Board, Children's Trust Board and the Overview and Scrutiny Panel quarterly and to the Cabinet every 6 months.

The Cabinet had already identified additional investment of £1.5m over the next three years to address the capacity issues within children's social care. There were no additional financial implications of the Inspection as all the recommendations related to the core business of the Council, the police, NHS Worcestershire and other partners.

In the ensuing discussion, the following main points were made:

- (a) the Board established to performance manage the Improvement Plan would be chaired by the Cabinet Member with Responsibility for Children's Social Care and would include representatives from health, the police and schools. Arrangements were in hand to identify an external representative to sit on the Board. Confirmation of such an appointment was likely in January 2011;
- (b) the Implementation Plan had been considered by the Department for Education (DfE) Intervention Unit and feedback from them had been positive. The Plan was continuing to be developed and improved;
- (c) the DfE had now served the Council with a Notice of Improvement. The Minister was pleased that the Council had acknowledged the need for change and had advised that Worcestershire would be subject to a lower level of intervention;
- (d) the Director of Children's Services confirmed that the Annual Children's Assessment was available on the website and had been circulated to all members. There would be no further such Assessments although detailed two week inspections of Safeguarding and Looked After Children would continue. She emphasised that the inadequate rating for effectiveness in safeguarding had automatically resulted in a 'performs poorly' judgement in the overall annual assessment although other areas of Children's Services provision were deemed to be good or excellent;
- (e) the Council was not complacent and took the matter extremely seriously. The issues set out in the

Improvement Notice had either been addressed or were being pursued through the Implementation Plan. A good start had been made. The role of scrutiny in monitoring performance and the progress of the Plan would be crucial;

- (f) performance information would still continue to be produced for all areas. Indeed, schools should be making more performance data available to parents in a regular way and not solely on an annual basis.

RESOLVED: that

- (a) the findings of the Ofsted/Care Quality Commission Inspection Report be accepted;**
- (b) the imperative of a positive step change in services to support safeguarding and Looked After Children be accepted;**
- (c) the draft Improvement Plan be accepted and the clear multi-agency actions to secure improvement welcomed;**
- (d) responsibility for finalising and overseeing the Improvement Plan be delegated to the Director of Children's Services in consultation with the Cabinet Member with Responsibility for Children's Social Care and Lead Member for Children's Services; and**
- (e) a progress report on the Improvement Plan be received in 6 months.**

1201. Proposal to Consult on Options for the Future of Longdon St Mary's CE Voluntary Aided Primary School (Agenda item 6)

Pupil numbers in Longdon St Mary's CE Voluntary Aided (VA) Primary School had been declining over the last few years. The Headteacher had resigned with effect from 31 December 2010 and the Governing Body had been unable to recruit a new Headteacher. The Primary School was graded "good" in a recent inspection but the school would find it difficult to make improvements in those areas highlighted for development with reducing pupil numbers. Reluctantly, the Governors had recognised that the school was not viable whilst the current pattern of admissions continued. As a VA School the governors could have led on a consultation on the future of the school with a preference for closure but they had approached the Council to take the lead as they had limited resources to undertake such an exercise. The Diocesan Board supported the actions of the Governing Body. The option of federation and amalgamation with another school had been explored but were not deemed to be viable.

The report set out details of the total number of pupils on roll



over the last five years and the percentage of surplus places. It also included details of the number of children on roll by year group since January 2008 and the total known children for intake into the Upton primary schools for the next four years, together with the amount of surplus places (with the same data should Longdon close). The figures showed the falling numbers on roll at the school and that after allowing for the possible closure of Longdon there was more than sufficient capacity in the remaining primary schools in the Upton pyramid. All primary schools in the Upton pyramid currently had a grading of 'good' or 'satisfactory' from Ofsted inspections.

As part of the proposed consultation on closure it would be necessary to consider the implications for school catchment areas across the whole of the Upton pyramid (including those schools adjacent to the pyramid) to ensure that children had access to a suitable alternative school if it was finally decided to close Longdon St Mary's CE (VA) Primary School.

The report set out the statutory process for closure of a school, which would involve full consultation on the options and any alternative options, and the timescales involved. It was proposed that a final decision on closure would be taken on by the Cabinet in May 2011 and if the decision was to close then the school would close in August 2011.

The consultation document, the consultative processes and the report back to elected members would have at their heart an awareness of the needs of the individual child, the child's family and the need, wherever possible, to explicitly recognise the five key priorities that flow from the Children Act. The Council would be particularly concerned to secure the active engagement of parents and the local community in the planning and delivery of change. If the Cabinet gave approval for consultation, part of the process would be to approach other local schools to discuss how pupils on the roll of Longdon St Mary's CE (VA) Primary School could be accommodated and their education be provided for if the school were to close. The professional associations would be included in the consultation and every effort would be made to secure alternative posts for members of staff. If the school were to close there would be no long-term revenue or capital costs for the Council as the pupils could be accommodated in existing schools.

In the ensuing discussion, the following main points were made:

- (a) it was regrettable that the possibility of the closure of the school had to be considered. However, in the light of falling rolls and the inability to recruit a new Headteacher for the school this option had to be

explored;

- (b) initial discussions on the future of the school had already begun. The consultation process would formally start in January 2011 which would allow adequate opportunity for the submission of all views and comments before the Cabinet met in March 2011 to consider the responses;
- (c) the Cabinet recognised the vital role schools had to play in rural communities. However, the demographics in the area had changed dramatically in recent years and therefore there was no alternative but to consider the options for the future of the school.

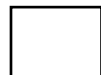
RESOLVED: that

- (a) consultation takes place during Spring Term 2011 on the future of Longdon St Mary's CE Voluntary Aided Primary School and the potential for closure in August 2011;**
- (b) consultation on school catchment areas in the Upton Pyramid takes place, so that if it is decided to progress closure, decisions on changes of catchment areas are available for parents when applying for school places for September 2012; and**
- (c) a report is brought to the Cabinet in March 2011 on the results of both consultations.**

**1202. Tudor Grange
Academy,
Worcester:
Design and Build
Contract
(Agenda item 7)**

On 17 December 2009, the Cabinet endorsed the Outline Business Case (OBC) for the substantial rebuilding and refurbishment of Tudor Grange Academy, Worcester. On 1 July 2010 the Cabinet approved Kier as the preferred bidder for the project. In October the Cabinet was advised that work was being undertaken to overcome any financial impact of the delay to the project due to the review of the Building Schools for the Future programme. As a result of that work there would be no increase in price as a result of the delay.

Kier had worked in partnership with the Academy Sponsor and the Council to further develop the proposals for the project which were now the basis of the draft Final Business Case (FBC). The planning application for the project was considered by the Planning Committee of Worcester City Council on 9 December 2010. Final completion of the FBC was dependant on incorporating the impact of any planning conditions and discharge of reserved matters. It was anticipated that this process would not be concluded by the date of this Cabinet meeting. The FBC, in its current degree of completion, had been approved by the Project Board.



On completion, the FBC would to be submitted to Partnership for Schools (PfS) for their approval. PfS had confirmed that they should be able to conduct their final review in the first two weeks of January 2011. Completion of technical aspects of the project would continue through and beyond the process for approval of the FBC. Entry into a development agreement with the Academy Trust was required prior to the award of the design and build contract. The target date for financial close and contract award was 14 March 2011. Works were scheduled to commence on site on 28 March 2011, with occupation of the new building anticipated in November 2012.

In the ensuing discussion, the following main points were made:

- (a) the Cabinet Member was pleased to report that Worcester City Council's Planning Committee had approved the planning application for the school;
- (b) the local member hoped that the project would go well but stressed that the needs of other schools in Worcester should not be neglected.

RESOLVED: that

- (a) the outcome of the work done to overcome any financial impact of the delay to the project be noted;**
- (b) the draft Final Business Case for the Design and Build contract for Tudor Grange Academy, Worcester be approved;**
- (c) the Chief Executive, in consultation with the Leader of the Council and the Cabinet Member with Responsibility for Corporate Services, be delegated approval of the outstanding issues in the Final Business Case; and**
- (d) the Chief Executive, in consultation with the Leader of the Council and the Cabinet Member with Responsibility for Corporate Services, be delegated approval of entry into a development agreement with the Academy Trust prior to contract award.**

1203. Fair Funding Consultation Outcomes 2011-2012 National and Local Changes to the Funding Arrangements for Schools (Agenda item 8)

The Council was required to consult schools and other consultees on changes to the Fair Funding Formula and Scheme for Financing Schools to comply with the national requirements for school and local authority funding. In July 2010 a consultation was issued by the Government on 'School Funding 2011-12: Introducing a Pupil Premium.' The key aspects were considered by the Cabinet in September 2010 and it approved the process for responding to the consultation by 18 October 2010.

The current 3-year multi-budget period for schools ended on 31 March 2011 but the DfE had indicated that as part of the Comprehensive Spending Review the existing "spend plus" model for the Dedicated Schools Grant (DSG) allocation to Local Authorities would continue for another year 2011-12. In terms of funding for 2012-13 onwards, the Government's intention for the longer term was to bring in a more simpler and transparent funding system to help reduce the funding differences between similar schools in different areas. Given the concept of multi-year funding for schools it was also necessary for local authorities to consult on any local schools formula and scheme changes prior to the start of the financial year to which they related. Therefore, to comply with this requirement the formal consultation had covered the national issues from the DfE, local issues for 2011-12 and also some potential issues that could impact beyond 2012.

The Worcestershire Schools Forum (WSF) and officers considered the issues for inclusion in the consultation paper and a consultation document was then widely circulated including all schools and early years providers, all members of the County Council, staff associations and the Worcestershire Association of Governors.

The consultation paper provided information on the changes that the DfE were introducing at a national level over the period including:

- The Introduction of a Pupil Premium from outside the Schools Budget to support disadvantaged pupils
- Local authorities which were yet to do so would need to implement an Early Years Single Funding Formula from April 2011 and whether from April 2011 the pupil count for three year olds should reflect actual take up or continue to reflect a minimum of 90% participation where lower
- 2011-12 would retain the current system for allocating the DSG, based on the "spend-plus" methodology
- There would be mainstreaming of relevant specific grants into the DSG
- The DfE would allow local authorities to apply for additional funding in respect of schools which



served large numbers of children of parents from the Armed Services and which faced falls in pupil numbers due to Armed Forces movements, and also for home educated pupils

- The DfE were considering whether to cease to provide DSG for dual subsidiary registrations for pupils registered at Pupil Referral Units
- The DfE were considering whether to remove the current cash floor provisions in the DSG, which protected authorities with falling pupil rolls
- The DfE had indicated that they would also work with partners to review the methodology for funding academies from 2011-12.

The consultation paper also proposed some changes to a number of local formula and scheme issues. These included Early Years, Special Educational Needs funding in the secondary sector, the trading of services with schools and changes to the School Finance (England) Regulations for 2011.

There was a statutory requirement to consult the WSF on these funding proposals. The WSF discussed the consultation paper responses at its meeting on 10 December 2010. The responses from consultees were summarised in the Cabinet report together with the key issues and recommendations arising from the consultation.

In the ensuing discussion, the following main points were made:

- (a) the WSF had considered the recommendations arising from the consultation at its meeting the previous week and fully endorsed the responses and conclusions of the consultation;
- (b) the Cabinet Member with Responsibility for Children's Social Care registered her disappointment with the Government's view on free school meals;
- (c) the future role of the WSF was not referred to in the Education White Paper although it may form part of the discussion on the National Funding formula;
- (d) the low response rate to the consultation probably reflected the fact that it was a national consultation. A greater degree of engagement was likely once discussions turned to more local arrangements;
- (e) what was of key importance was that Worcestershire got a fairer funding formula and every effort would be made to try and achieve such an outcome.

**1204. Worcestershire
County Council
Six Monthly
Performance
Monitoring
Report
(Agenda item 9)**

RESOLVED: that having regard to the consultation undertaken in October and November 2010, the changes to the schools funding formula and scheme for the period 2011-12 as outlined in Appendices 2 and 3 to the report be approved.

In October 2010 the Secretary of State for Communities and Local Government announced that:

- All Local Area Agreements (LAAs) and the National Indicator Set (NIS) were to be abolished and that there was no longer a requirement to report performance against these two performance frameworks to central Government. The Council still needed to report against its priority outcomes in the Corporate Plan
- The NIS would be replaced with a single, comprehensive list of all the data that central Government would require local authorities to provide
- The LAA was the main delivery mechanism for the Sustainable Community Strategy across the country. Therefore, many of the priorities that the LAA indicators measured were still of local importance to the Worcestershire Partnership
- No reward grant for the 2008/11 LAA would be payable
- Any specific implications of the above changes for the Council's Corporate Plan would be addressed in the Annual Review process.

With regard to the abolition of the Audit Commission and the Comprehensive Area Assessment, the Local Government Group Improvement Programme Board had consulted Local Authorities on a system of Sector "Self-Regulation and Improvement". The results of the consultation were awaited. The national focus on performance reporting was shifting towards concentrating on ensuring we had the necessary processes in place to meet our local needs:

- To manage our performance effectively and make decisions on resource allocation based on sound data of current performance and impact, and
- Being accountable to our local communities through publishing performance information.

This was being considered as part of the BOLD review of corporate performance management arrangements.

Performance for Q2 2010/11 was available for 44 indicators within the Corporate Plan. Of these 19 were on Target/Green, 6 were Borderline/Amber and 19 were Below Target/Red. Performance improvements were being achieved in many of those cases where performance was below target. For those indicators that were also LAA indicators, there were delivery plans in place to monitor the



remedial action under way to address poor performance. Where the indicator was not in the LAA, Directorates had plans in place for remedial action for indicators that were below target.

Through the prioritisation of LAA indicators via the Worcestershire Partnership Management Group, from Q2 2010/11, the total number of indicators remaining as local priorities was 20. Of the 20 indicators remaining within the LAA, excluding those indicators that had been reported on in relation to the Corporate Plan there were 2 indicators for which performance was green, 1 indicator for which performance was amber and 2 indicators for which performance was red. Where LAA indicators had been assessed as either red or amber, there were delivery plans in place for remedial action.

The Corporate Risk Register was reviewed on a six monthly basis but individual risks were reviewed more frequently depending on their risk ranking. The ranking of each risk was produced using a probability and impact matrix. The level of risk was the relationship between the probability of something happening and the impact if it did occur. Risks were assessed taking into account the controls in place to mitigate the probability and impact. Risks were assessed and recorded in the risk register in two ways; 'Uncontrolled' (if there were no controls in place) and 'Current' (taking into account the current controls in place). Risks were evaluated using the 'traffic light' system of Red – high risk, Amber – medium risk and Green – low risk. Risks assessed as Green/Low were removed from the CRR due to the effectiveness of the mitigation/control measures in place.

There were 22 areas of risk identified in the CRR. Their 'Current' assessment taking existing controls into account was:

- 0 risks were assessed as Red/High
- 22 risks were assessed as Amber/Medium.

In the ensuing discussion, the following main points were made:

- (a) paragraph 2 of the report was updated as the review of the Corporate Plan would now take place in April/May with a view to reporting to the Cabinet on 26 May 2011;
- (b) the preparations to move to a more local reporting framework were being considered as part of the BOLD review of corporate performance management arrangements. The proposals were at the Detailed

Business Case stage and would be reported to the BOLD Programme Board next week;

- (c) it was felt that the integration of Public Health with the County Council would assist in the achievement of those public health indicators where performance was below target;
- (d) the continued improvements in the 'Stability of placements of looked after children: number of placement moves' were particularly welcomed;
- (e) in response to a concern raised that those indicators relating to progression in English and Maths, where performance was below target, would no longer be LAA indicators, the Cabinet Member emphasised that raising educational achievement at all key stages was a major priority of the Council and performance in this area would continue to be monitored even if these issues ceased to be LAA indicators.

RESOLVED:

- (a) that the position on reporting performance against the Worcestershire County Council Corporate Plan 2009/13 for the period ending 30 September 2010 be noted;**
- (b) that the priority indicators from 1 July 2010 (identified from the 2008/11 Local Area Agreement) as set out in Appendix 1 to the report be noted;**
- (c) that the position on reporting performance against the priority indicators (identified from the 2008/11 Local Area Agreement) for the period ending 30 September 2010 be noted; and**
- (d) TO RECOMMEND: the Council to approve the Corporate Risk Register.**

**1205. Worcestershire
Local Economic
Assessment
2010-2011
(Agenda item 10)**

The Local Democracy, Economic Development and Construction Act placed a new duty on Principal Local Authorities to assess economic conditions in their area from April 2010. The County Council had produced the Worcestershire County Economic Assessment for the last 12 years. The Worcestershire Local Economic Assessment (LEA) 2010-2011 was the first edition to be prepared in response to the new statutory duty. It was envisaged that the LEA would form a key part of the evidence base for the Local Enterprise Partnership(s) (LEP) in whatever form they took.

In the last 12 months there had been signs of recovery



both nationally and in the Worcestershire economy. Unemployment in Worcestershire had fallen for 10 out of the last 12 months, with the number of people unemployed reducing by more than 2,300 over the period. Other signs of recovery included the stabilisation of house prices and an increase in house sales (albeit from a very low base); increases in job vacancies; and improved business confidence. The extent to which the recovery would be sustained in the next year was uncertain.

In June 2010 a SWOT/PEST analysis of the Worcestershire economy was undertaken. A Key Issues consultation document was drafted and a 12-week consultation on the Key Issues document held. Meetings in each of the districts to discuss local economic challenges and opportunities had also been held. Additionally, written contributions to the LEA were sought from teams across the County Council. The "Worcestershire Local Economic Assessment 2010-2011: Evidence" had been produced providing detailed evidence on the state of the economy and recent trends. A summary document had also been produced which summarised key activities to be taken forward in Worcestershire as emerging from the consultation activities and evidence document.

The priorities within the summary document were all reflected as challenges in the Worcestershire LEP. Following the Business Innovation and Skills/Communities and Local Government announcement the Council with partners in the public and private sector had been considering how to take forward the LEP issues in Worcestershire. A further consultation indicated continued and considerable business sector support for a Worcestershire LEP and reflected a clear view that a business-led single Worcestershire LEP would be best placed to promote wealth creation opportunities in the county. Working with Business, Innovation and Skills officials, this preferred option would be further promoted by business and Local Government to Ministers for their consideration over the coming weeks.

In the ensuing discussion, the following main points were made:

- (a) in addition to analysing the economic conditions over the last year it was important to consider those over the next six months. The Directorate was constantly revising and updating its data in response to the latest information on the economic situation and every month an economic assessment was produced which was available to members;

- (b) it was extremely pleasing news that Worcestershire's resubmitted LEP had now been accepted by the Government, particularly given the tremendous level of support it had received within the county. Arrangements would now need to be made to establish an LEP Board. Members would be kept informed of developments in relation to this;
- (c) there was scope to consider the inclusion of other areas outside the county within the Worcestershire LEP. However, it was acknowledged that it was important to get the arrangements in place for the Worcestershire LEP before further considering this possibility. Whatever the final arrangements were, the Worcestershire LEP was committed to working closely with all partners, including other LEPs;
- (d) the Local Economic Assessment was a key piece of work for the Council and particular priorities would be: re-balancing the economy towards the private sector; ensuring growth was sustainable; tackling worklessness and deprivation, and providing the infrastructure to allow business to flourish;
- (e) members were reminded that small rural businesses would continue to need support as they played a vital role in providing employment for rural communities;
- (f) the first round of bids to the Regional Growth Fund were due for submission on 21 January 2011. The bids did not have to come exclusively from LEPs but could be received from a whole range of sources.

RESOLVED that that the 'Worcestershire Local Economic Assessment 2010-2011: Evidence and Summary' documents be approved for publication.

The meeting ended at 11.05 am

Chairman

