



6 June 2017

Dear Sir/Madam

A meeting of the Leisure and Environment Committee will be held on Wednesday, 14 June 2017 in the New Council Chamber, Foster Avenue, Beeston, commencing at 7.00pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To: J S Briggs L A Lally
 S J Carr P J Owen
 E Cubley M E Plackett (Vice Chair)
 R H Darby C H Rice
 S Easom (Chair) R S Robinson

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. MINUTES PAGES 1 - 3

The Committee is asked to confirm as a correct record the minutes of the meeting held on 14 March 2017.

4. REVOCAION OF AIR QUALITY MANAGEMENT AREA PAGES 4 - 6

To advise members of the need to revoke Air Quality Management Area 4 in Nuthall due to yearly nitrogen dioxide levels being lower than the national air quality objective in that area since 2011.

5. TESCO BAGS OF HELP – FUNDING AWARDS PAGE 7

To advise the Committee of success in securing funding for work at Judson Avenue play area in Stapleford, Broadgate Park in Beeston, the Nottingham Canal Local Nature Reserve in Cossall and at Hall om Wong open space in Kimberley.

6. JUDSON AVENUE PLAY AREA – FUNDING AWARD PAGE 8

To advise the Committee of success in securing funding for work at Judson Avenue play area, Stapleford.

7. LEYTON CRESCENT RECREATION GROUND – FUNDING AWARD PAGE 9

To advise the Committee of the success in securing funding for work at Leyton Crescent Recreation Ground, Beeston Rylands.

8. BROADGATE PARK – PLAY AREA REFURBISHMENT PAGE 10

To update the Committee on progress towards renovating the play area at Broadgate Park in Beeston and to seek approval to use Council resources as a match funding contribution to a bid for external support.

9. CHARGES AND COLLECTION FREQUENCIES FOR WASTE PRODUCED FROM COMMERCIAL AND HOUSEHOLD (NON-DOMESTIC) PREMISES PAGES 11 - 28

To approve collection frequencies and charges for waste produced from Commercial and Household (Non-domestic) premises.

10. MEMORIAL TESTING IN CEMETERIES

PAGES 29 - 33

To provide an update on the safety checks and repairs undertaken to the memorials in the Borough cemeteries.

11. WORK PROGRAMME

PAGE 34

To consider items for inclusion in the Work Programme for future meetings.

LEISURE AND ENVIRONMENT COMMITTEE

14 MARCH 2017

Present: S Easom, Chair

Councillors: J S Briggs
S J Carr
R H Darby
D A Elliott
R I Jackson
L A Lally
J M Owen
P J Owen
M E Plackett
C H Rice

An apology for absence was received from Councillor C H Rice.

43. MINUTES

The minutes of the meeting held on 31 January 2017 were confirmed and signed.

44. DECLARATIONS OF INTEREST

There were no declarations of interest.

45. PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN PROGRESS – ENVIRONMENT

The Committee noted a report on the progress against outcome targets identified in the Environment Business Plan, Corporate Plan priorities and objectives for the Environment. The Committee queried the cost involvement in relation to the Green Flag sites located in the Broxtowe area. It was reported that being part of the Green Flag programme cost the Council a £200 annual subscription with minimal staff costs associated with the scheme. The Committee requested that a review of the Green Flag scheme be placed on the work programme for further consideration.

46. PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN PROGRESS – LIBERTY LEISURE

The Committee noted a report on the progress against outcome targets identified in the Liberty Leisure Business Plan that provides continuity of projects and performance from the existing Council run Leisure and Cultural

Services through to the formation of Liberty Leisure. It noted that the power unit within Bramcote Leisure Centre had been refurbished allowing for extended usage. It was highlighted that the 0% attributed to this target was in fact 100%.

47. BROXTOWE PARKS STANDARD

Members received an update on the outcome of the site assessments relating to the Broxtowe Parks Standard. The Corporate Plan 2016-2020 has, as one of its priorities, to protect and enhance the environment for future generations. One of the targets associated with this priority was that 100% of parks and open spaces will achieve the Broxtowe Parks Standard. The Committee were informed that Redbridge Drive Open Space, Nuthall, and Central Avenue, Stapleford failed the assessment.

48. SMITHURST ROAD PLAY AREA SECTION 106 FUNDING

The Committee received a report on the Open Spaces Section 106 funding paid by the developer at the Smithurst Road housing development at Giltbrook. The Section 106 for this site required the developer to pay the Council £36,500 to be used for the upgrading of the Council's play area adjacent to the site. Work commenced on the construction of 91 houses and funding was received that would be used to provide additional equipment for a full range of ages from under five to early teens.

RESOLVED that a supplementary capital estimate of £36,500, funded from the Section 106 payment, for the refurbishment of the play area at Smithurst Road, Giltbrook be approved.

49. BROADGATE PARK PLAY AREA

The Committee were informed of additional funding for work at Broadgate Park, Beeston. As the Council's modernisation partner, United Living's commitment to fund community and leisure projects in the Borough, £8,000 has been provided towards refurbishment of the play area at Broadgate Park in Beeston.

RESOLVED that a supplementary capital estimate of £8,000 for play area improvements at Broadgate Park in Beeston be approved.

50. GROWTH POINT FUNDING – WETLAND LANDSCAPES FOR ALL

The Committee were advised of the success in securing funding for work at Brinsley Headstocks, Hall om Wong Open Space, Kimberley and Toton Fields Open Space Local Nature Reserves. In partnership with the Nottingham Wildlife Trust three applications were submitted to the 6C's New Growth Point Partnership under the title Wetland Landscapes for All. The Council was

advised that all three bids were successful with £11,000 allocated to Hall om Wong, £13,000 allocated to Toton Fields and £4,000 allocated to Brinsley Headstocks.

RESOLVED that supplementary capital estimates of £13,000 for works at Toton Fields, £11,000 for works at Hall om Wong and £4,000 for works at Brinsley Headstocks be approved.

51. WORK PROGRAMME

RESOLVED that the work programme be approved.

52. EXCLUSION OF PUBLIC AND PRESS

RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Act.

53. CONTRACT FOR WEED CONTROL SERVICES

RESOLVED to award the contract for 'weed control Services' to Munro Weed Control.

54. AWARD OF CONTRACT FOR THE SUPPLY OF AGENCY PERSONNEL

RESOLVED the contract awards for the 'Supply of Agency Personnel' as below:

**Lots 1 – 4 = Thorn Baker, Gi Group Recruitment and JT Recruit
Lot 5 = Brook Street, Harper Recruitment and Express Recruitment.**

Report of the Chief Executive

REVOCATION OF AIR QUALITY MANAGEMENT AREA1. Purpose of Report

To advise members of the need to revoke Air Quality Management Area (AQMA) 4 in Nuthall due to yearly nitrogen dioxide (NO₂) levels being lower than the national air quality objective in that area since 2011.

2. Background

Local Air Quality Management (LAQM) is set out in Part IV of the Environment Act 1995 and places an obligation on all local authorities to regularly review and assess air quality in their area to determine whether or not the air quality objectives set by central government are likely to be achieved. Where an exceedence is considered likely, the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place in pursuit of the objectives.

An annual report is sent to the Department of Food and Rural Affairs (Defra) for approval. The report details the results from the previous year's monitoring and any measures that have been implemented to improve air quality. The air quality report for 2016 stated that the NO₂ levels in AQMA 4 have been consistently low. Table 1 shows the the three monitoring locations situated in AQMA 4. All of the results have been consistently lower than the objective of 40µg/m³ since 2011.

Table1. NO₂ Results for AQMA 4 in Nuthall 2011- 2016

Site (Nottm Road)	NO ₂ Annual Mean Concentration (µg/m ³)					
	2011	2012	2013	2014	2015	2016
19a	32	31	33	29	28	29
19a	29	32	33	32	29	29
20	36	35	33	34	34	32

Defra's response to the statement in the 2016 air quality report that Broxtowe Borough Council wants to revoke AQMA 4 is:

"the report highlights there have been no exceedences in the Nuthall AQMA for the last five years. The local authority should consider moving towards fast-track revocation of the AQMA rather than wait another year."

A revocation order is attached as an appendix.

Recommendation

The Committee is asked to RESOLVE that the revocation of Air Quality Management Area (AQMA) 4 be approved.

Background papers

Nil



**Broxtowe
Borough
COUNCIL**

Environment Act 1995 Part IV Section 83(2)(b)

Broxtowe Borough Council

Order revoking an Air Quality Management Area

Broxtowe Borough Council, in exercise of the powers conferred upon it by Section 83(2)(b) of the Environment Act 1995, hereby makes the following Order:-

1. This Order shall revoke the area known as **Air Quality Management Area 4** for Nitrogen Dioxide (Annual Mean) objective as specified in the Air Quality Regulations (England) (Wales) 2000. This designated area incorporates 6 Nottingham Road, Nuthall Nottingham NG16 1DP, 17,19,19a,21a,23,27,18,20 Nottingham Road, Nuthall NG16 1DH, Northfield Farm, Back Lane, Nuthall, Nottingham NG16 1BT, 1,2, 3 Northfield Cottages, Back Lane, Nuthall, Nottingham, NG16 1BT and is shown in the attached map.
2. This Order shall come into force on 26th June 2017.

The Common Seal of Broxtowe Borough Council was hereto affixed on and signed in the presence of:

THE COMMON SEAL of **BROXTOWE**)
)
BOROUGH COUNCIL was hereunto)
)
 affixed in the presence of:-)

Mayor
 Duly Authorised Officer

A Map showing Air Quality Management Area (AQMA) 4 in Nuthall outlined in red.



Report of the Deputy Chief Executive

TESCO BAGS OF HELP – FUNDING AWARDS1. Purpose of report

To advise the Committee of success in securing funding for work at Judson Avenue play area in Stapleford, Broadgate Park in Beeston, the Nottingham Canal Local Nature Reserve in Cossall and at Hall om Wong open space in Kimberley.

2. Background

Four separate applications for financial assistance were submitted to the Tesco “Bags of Help” fund in April and May 2017. Three of the applications round were either submitted in partnership with or supported by local community groups.

Details of the applications and the accompanying partner (where appropriate) are as follows:

Judson Avenue play area (Stapleford) – play area improvements (Friends of Judson Avenue Play Area).

Hall on Wong open space (Kimberley) – habitat improvements (The Practical Conservation Volunteers).

Broadgate Park (Beeston) – play area improvements (The Beeston Civic Society).

Nottingham Canal Local Nature Reserve (Cossall) – access and habitat improvements.

All four bids were shortlisted and put to public vote in local stores, with awards of £1,000, £2,000 and £5,000 available. The votes have been counted and the following awards made:

Judson Avenue Play Area	£5,000
Broadgate Park	£1,000
Nottingham Canal LNR	£2,000
Hall om Wong OpenSpace	£1,000

3. Financial implications

There are no additional revenue implications arising from the award of these funds.

Recommendation

The Committee is asked to RESOLVE that:

- (i) A supplementary capital estimate of £5,000 to improve the play area at Judson Avenue Open Space in Stapleford and;**
- (ii) Supplementary revenue estimates of £2,000 to improve access and habitat on the Nottingham Canal at Cossall, £1,000 to improve the play area at Broadgate Park in Beeston and £1,000 to improve habitat at Hall om Wong in Kimberley with funding from the Tesco “Bags of Help” be approved.**

Background papers

Nil

Report of the Deputy Chief Executive

JUDSON AVENUE PLAY AREA – FUNDING AWARD1. Purpose of report

To advise the Committee of success in securing funding for work at Judson Avenue play area, Stapleford.

2. Background

In partnership with the Friends of Judson Avenue Play Area, an application was submitted to the Nottinghamshire County Council (NCC) Supporting Local Communities fund for funding towards work at this site.

The Borough Council has been advised that the bid was successful and that we will receive an allocation of £9,200 to meet the cost of new perimeter fencing, a gate and new swings at the site. This will replace the existing fencing around the play area as well as equipment that is now at the end of its useful life.

3. Financial Implications

There are no additional revenue implications as the maintenance costs for the site are included in the Open Spaces revenue budget.

A match funding contribution of £2,100 from the Open Spaces revenue budget was included in the bid to NCC and will go towards refurbishing play equipment.

Recommendation

The Committee is asked to RESOLVE that a supplementary capital estimate of £9,200 for the provision of new fencing, gate and play equipment in the play area at Judson Avenue Open Space, Stapleford funded by Nottinghamshire County Council Supporting Local Communities funds, be approved.

Background papers

Nil

Report of the Deputy Chief Executive

LEYTON CRESCENT RECREATION GROUND – FUNDING AWARD1. Purpose of report

To advise the Committee of the success in securing funding for work at Leyton Crescent Recreation Ground, Beeston Rylands.

2. Background

As reported to the Leisure, Parks and Cemeteries Committee on 6 September 2016, the Leyton Crescent Recreation Ground has been identified as third most in need of refurbishment out of the 42 play areas in the Borough.

In partnership with the Beeston Rylands Community Action Team, an application was submitted to the Nottinghamshire County Council (NCC) Supporting Local Communities fund for funding towards work at this site.

The Borough Council has been advised that the bid was successful and that we will receive an allocation of £16,000 towards new play equipment at the site. This will now be used as match funding with a £50,000 bid to WREN. If successful this will allow for the full play area to be renovated. If unsuccessful the funding from the Supporting Local Communities fund will be used to replace two of the climbing units on the play area which are now beyond economic repair. It is intended to submit the bid to WREN in August.

This approach is supported by NCC, which has stipulated is that its funding of £16,000 has to be used by the Borough Council and claimed from NCC by March 2018.

3. Financial Implications

There are no additional revenue implications as the maintenance costs for the site are included in the Open Spaces revenue budget.

A match funding contribution of £2,100 from the Open Spaces revenue budget was included in the bid to NCC and will go towards refurbishing play equipment.

Recommendation

The Committee is asked to RESOLVE that a supplementary capital estimate of £16,000 for the provision of new play equipment in the play area at Leyton Crescent Recreation Ground, Beeston Rylands, funded by Nottinghamshire County Council Supporting Local Communities funds, be approved.

Background papers

Nil

Report of the Deputy Chief Executive

BROADGATE PARK – PLAY AREA REFURBISHMENT1. Purpose of report

To update the Committee on progress towards renovating the play area at Broadgate Park in Beeston and to seek approval to use Council resources as a match funding contribution to a bid for external support.

2. Background

The report to the Leisure, Parks and Cemeteries Committee on 6 September 2016 concerning priorities for improvements to children's play areas identified the play area at Broadgate Park in Beeston as being most in need of refurbishment. It is in a busy town centre park and falls well short of the appropriate standard in terms of play provision. The equipment is very dated and is at the end of its useful life.

Public consultation on a replacement play area has been undertaken and a scheme costing an estimated £87,000 is proposed. Officers have been working to raise external funds and to date £9,000 has been secured. A report elsewhere on the agenda details £1,000 funding received from Tesco "Bags of Help" fund with £8,000 received from United Living as reported to this Committee on 14 March 2017.

A bid for £50,000 has been submitted to Waste Recycling Environmental (WREN). This is a not-for-profit organisation that awards grants for community projects from funds donated through the Landfill Communities Fund. This bid is for the maximum available from this funding source for a single project.

Assuming the bid to WREN is successful, there would still be a shortfall of £28,000.

A funding contribution from the Borough Council would significantly increase the likelihood of the bid to WREN being successful. Early discussions with WREN have indicated that the bid is considered to be a strong bid and the project will stand a very high chance of receiving the maximum award if the shortfall of £28,000 can be found from the Borough Council's own resources.

Should the bid prove to be successful then a further report will be brought to the Committee to inform them of the outcome and to seek permission to amend the capital programme accordingly.

3. Financial Implications

There are no additional revenue implications arising from the proposed scheme.

Recommendation

The Committee is asked to RESOLVE that match funding of £28,000 from Council resources towards a bid to WREN for funds to undertake a refurbishment of the play area at Broadgate Park in Beeston be approved.

Background papers

Nil

Report of the Deputy Chief Executive

CHARGES AND COLLECTION FREQUENCIES FOR WASTE PRODUCED FROM COMMERCIAL AND HOUSEHOLD (NON-DOMESTIC) PREMISES1. Purpose of report

To approve collection frequencies and charges for waste produced from Commercial and Household (Non-domestic) premises.

2. Detail

The Council collects waste from Places of Religious Worship. The waste collected is classified as non-domestic Household Waste. Currently, refuse from Places of Religious Worship is collected by the teams which also collect trade waste.

As part of the implementation of the Waste Strategy adopted by the Environment and Community Safety Committee on 24 November 2016, the trade (commercial) waste service is being reviewed in order to create dedicated trade rounds. The review will enable financial savings to be achieved and will highlight where additional efficiency improvements can be made within the refuse service. To achieve these objectives it is proposed that the following changes be considered:

- Amalgamate collections from Places of Religious Worship within the alternate weekly domestic rounds
- Charge charities producing commercial waste both collection and disposal charges.

The above proposals are in accordance with the Controlled Waste (England & Wales) Regulations 2012 and the Environmental Protection Act 1990 Section 45.

Further information and detail regarding relevant legislation, the Council's domestic and trade waste service and the proposed changes are shown in the appendix 1, 2 and 3.

An Equality Impact Assessment is included in appendix 4. This has highlighted the need to gather baseline data and consult stakeholders on the proposals.

3. Financial implications

The proposals are expected to make savings in the region of £3,500 to be achieved through a reduction in waste disposal charges. Further cost savings and efficiencies will be generated through fuel savings and improved utilisation of resources. Any income generated by the provision of additional bins to Places of Religious Worship will be minimal.

Recommendation

The Committee is asked to consider the report and RESOLVE to consult with the appropriate bodies in introducing the changes.

Background Papers

Nil

APPENDIX 1

1. Legislation

- 1.1 The term “household waste” means something different in legislation to its general meaning to the public. In legislation, the term “household waste” includes waste from domestic residences but also waste from a range of non-domestic premises, such as schools and charity shops.
- 1.2 Where the report makes any reference to charging for “household waste” it is referring to the waste produced by non-domestic premises.
- 1.3 The Controlled Waste (England & Wales) Regulations 2012 (CWR 2012) prescribes how certain types of household, commercial and industrial waste must be treated. This includes defining when a collection charge for household waste may be made. It also defines when disposal charges should be applied to household waste, subject to the exemptions provided by the Regulations.
- 1.4 The Council, as a Waste Collection Authority (WCA), has a duty to arrange for the collection of commercial waste when requested to do so. The Council can and does make a reasonable charge for the collection and disposal of commercial waste.
- 1.5 The County Council, as Waste Disposal Authority (WDA), has a duty to make arrangements for the disposal of waste collected by the Council (including, household and commercial). Where the WCA charges disposal costs for the waste it collects, the WDA is entitled to reimbursement of the disposal charges from the Council for the collection of waste.
- 1.6 Under section 45 of the Environmental Protection Act 1990 (EPA 1990) it is the duty of a WCA to arrange for the collection of household waste in its area. However, currently the legislation does not stipulate the frequency of waste collections.
- 1.7 The Council provides the following collections:

Nature of Premise	Classification of waste	Collection Frequency	Charge
Domestic Premises	Household Waste-Domestic	Alternate weekly residual and recycling collections	No
Places of Religious Worship	Household Waste-Non Domestic	Weekly residual Fortnightly recycling	No No
Schedule 1	Household	Weekly residual	Yes (collection charge)

premises (charity shops, schools)	Waste- Non Domestic	Fortnightly recycling	No
Commercial Establishments (Trade)	Commercial	Weekly residual	Yes (collection and disposal charge)
		Fortnightly recycling	No

2. Policy

- 2.1 The CWR 2012 came into force on 6 April 2012 and redefined the powers that local authorities have in respect of making charges for collection and disposal of waste from Schedule 1 premises such as charity shops and schools.
- 2.2 The CWR 2012 defined that the nature of the waste or the activity producing the waste ultimately determined whether a charge for the disposal and/or collection could be made.
- 2.3 Whilst the Council follows the principles of the CWR 2012 there is currently no formal policy outlining the charging and collection processes. The purpose of this report is to align the Council's collection and charging policy as prescribed in the CWR 2012. Organisations will be identified to the best of the WCA's ability so that the appropriate charging policy may be applied.
- 2.4 The tables in appendix 2 identify the Council's current service provision as well as the proposed changes.
- 2.5 There is an expanded definition of the different waste streams in appendix 3.

3. Equality and Diversity Considerations

- 3.1 An Equality Impact Assessment (EIA) has been undertaken to review the potential impacts of the implementation of any changes to charges or collection frequencies. The provision of adequate advance notice before any changes are implemented, together with notification of the waste management options available, will assist all stakeholders in managing any equality and diversity issues effectively.
- 3.2 A copy of the EIA is shown in appendix 4.

4. Council Comparison

- 4.1 The table below shows a comparison of what other Nottinghamshire Local Authorities provide in terms of waste collection services from Places of Religious Worship and Charities.

	Waste collection from Places of Religious Worship	Charges for waste collection from Charities
Ashfield DC	Collected alternate weekly within the domestic rounds. Provided with one bin. Collection charge only for	Class as Commercial Waste and charge collection and disposal

	additional waste	
Bassetlaw DC	Collected alternate weekly within the domestic rounds. Provided with one bin. Collection and disposal charge for additional waste	Class as Commercial Waste and charge collection and disposal
Gedling BC	Collected alternate weekly within the domestic rounds. Provided with one bin. Collection and disposal charge for additional waste	Class as Commercial Waste and charge collection and disposal
Mansfield DC	Collected alternate weekly within the domestic rounds. Provided with one bin. Collection and disposal charge for additional waste	Class new customers as Commercial Waste and charge collection and disposal
Newark and Sherwood DC	Collected alternate weekly within the domestic or trade rounds dependent upon location.	Class as Commercial Waste and charge collection and disposal
Rushcliffe BC	Collected alternate weekly within the domestic rounds. Provided with one bin. Charge for additional bins.	Class as Commercial waste so pass on to third party to collect.

APPENDIX 2

Council's Current Waste Collection Services in accordance with CWR 2012 and EPA 1990

	Waste Description	Waste Classification	Collection Charge Permitted	Disposal Charge Permitted	Current Broxtowe Borough Council
1	Waste from Domestic premises	Household Waste	No	No	Alternate weekly collection
2	Waste from a Domestic caravan	Household Waste	No	No	Alternate weekly collection
3	Waste from a moored vessel for living accommodation	Household Waste	No	No	Alternate weekly collection in line with current domestic collection arrangements
4	Waste from a residential hostel provides accommodation only to persons with no other permanent address	Household Waste	Yes	No	Alternate weekly collection in line with current domestic collection arrangements
5	Garden Waste	Household Waste	Yes	No	Fortnightly collection and monthly from December through to February. Annual subscription service. Prices review annually
6	Clinical waste from domestic property	Household Waste	Yes	No	Weekly collection service. Do not invoke the collection charge and provide a free service
7	Waste from a hall used for public meetings	Household Waste	Yes	No	Charge collection costs only and provide an alternate weekly collection service.
8	Waste from a club, society or association	Commercial Waste	Yes	Yes	Charge collection and disposal costs. Weekly residual collection and fortnightly recycling.
9	Waste from a University, schools and further education establishments	Household Waste	Yes	Yes	Charge collection costs only. Weekly residual collection and fortnightly recycling.
10	Nursing Home	Household Waste	Yes	Yes	Charge collection costs only. No disposal charge if from council tax paying establishment. Weekly

					residual collection and fortnightly recycling.
11	Waste from a residential home, care home and care home with nursing	Household Waste	Yes	Yes	Charge collection costs only. No disposal charge if from council tax paying establishment. Weekly residual collection and fortnightly recycling.
12	Waste from a prison or penal institution	Household Waste	Yes	Yes	Charge collection costs only. Weekly residual collection and fortnightly recycling.
13	Waste from premises occupied by: (a) community interest company (being a company which is registered as such with the registrar of companies), or (b) a charity or other not for profit body, which collects goods for re-use or waste to prepare for re-use from domestic property	Household Waste	Yes	Yes	Charge collection costs due to difficulty of separating wasted deriving from domestic premises. Weekly residual collection and fortnightly recycling.
14	Waste from a camp and caravan site	Commercial	Yes	Yes	Charge collection and disposal costs. Weekly residual collection and fortnightly recycling.
15	Waste from Charity shops	Commercial	Yes	Yes	Charge collection costs due to difficulty of separating wasted deriving from domestic premise (which is classed as household waste) and the shop itself. Weekly residual collection and fortnightly recycling.
16	Waste form Self-catering accommodation	Commercial	Yes	Yes	Charge collection and disposal costs unless provide of qualifying criteria. Weekly residual collection and fortnightly

					recycling.
17	Waste from Medical Practitioners	Commercial	Yes	Yes	Charge collection and disposal costs. Weekly residual collection and fortnightly recycling.
18	Waste generated from premises used wholly or mainly for the purposes of a trade or business.	Commercial	Yes	Yes	Charge collection and disposal costs. Weekly residual collection and fortnightly recycling.

Proposed change in Council's Waste Collection Services under CWR 2012 and EPA 1990

	Waste Description	Waste Classification	Collection Charge Permitted	Disposal Charge Permitted	Current Broxtowe Borough Council Service	Proposed change in Broxtowe Borough Council service
1	Waste from a Place of Religious Worship	Household Waste	No	No	Provide a free weekly collection of residual waste and fortnightly recycling collection	Fortnightly collection of residual and recycling waste in line with domestic properties. If PoRW cannot manage with a fortnightly collection the provision of an additional residual bin is available. Provision of additional bin to be charged at the additional bin rate. Current charge is £26
2	Waste from Premises occupied by a charity used for charitable purposes	Commercial Waste	Yes	Yes	Charge collection costs only and provide a weekly collection of residual waste and fortnightly recycling collection	Charge collection and disposal costs. Provide a weekly residual collection service in line with the current trade waste service and a free fortnightly recycling collection.

The above tables represent waste and premise types which are present in the Borough of Broxtowe

Impact of Charges and changes

Nottinghamshire County Council has not provided any guidance with regards to categorising premise types and whether or not disposal charges should be applied. The County Council has left this decision to the interpretation of the WCA's.

Where waste disposal charges are applicable the County Council recharges the Council for disposal costs and in turn the Council recharges its customers.

Where a premises producing commercial or household waste has been receiving a charge or collection frequency different to the proposed changes shown in appendix 2, it is proposed that the proposed implementation is delayed for 3 months in order to give the organisation a period of grace.

It is worth noting that non-domestic properties are able to choose whether a WCA or a private sector contractor collects their waste.

Table 1 below identifies which premises will incur a change as a result of the new proposals and the effect this change will have for the Council:

Table 1: Impact of changes to current organisation

Nature of Premise	Number of establishments currently collected from	Potential Nature of Change	Effect of change for the Council
Places of Religious Worship (PoRW)	33	Change from a weekly to a fortnightly collection of residual waste. Pay for an additional bin if required	Will enable PoRW's to be collected within the domestic rounds so generating fuel savings and achieving a more efficient refuse collection service Potential to generate a small amount of income
Charities (Commercial premises)	6	Change from a collection only charge to a collection and disposal charge	Will ensure the Council is not paying in the region of £3,500 a year on disposal charges for the waste produced.

The Council will continue to provide free recycling collections to premises in accordance with the current policy.

Any charges for waste collection and/or disposal will be in accordance with the Council's trade waste charges. The charges are amended each financial year to take in to account any increases in fuel costs and RPI, for example. The current charges for 2017/18 are shown in table 2.

Table 2: Current trade waste charges

	Bag	140 litre bin	240 litre bin	660 litre bin	820 litre bin	11000 litre bin
Broxtowe Borough Council Collection Charge	£1.17	£2.34	£3.62	£6.98	£7.87	£9.64
Nottingham County Council Disposal Charge	£1.46	£2.91	£4.56	£12.43	£15.21	£20.61
Total	£2.63	£5.25	£8.17	£19.41	£23.08	£30.25

APPENDIX 3

Policy on waste types from specific premises

The information below provides further explanation regarding the type of premise and waste as shown in appendix 2. The guidance represents the Council's own interpretation of legislation given that no direction has been provided by Nottinghamshire County Council as the waste Disposal Authority (WDA) regarding when they expect a disposal cost to be charged to an organisation.

1. Residential, nursing and care homes

Waste from a residential, care and nursing home is classified as household waste for which a collection disposal charge can be made. However the interpretation is that establishments fall under Section 4 (7) of the CWR 12 and so are exempt from disposal charges. This relates to the fact that an establishment is paying Council Tax and not non domestic rates.

2. University, school or other educational establishments

Under Section 4 (8) such establishments are not liable to pay a disposal charges for their waste if they meet certain criteria. Legislation relates to a University, school or other educational establishments which were collected from prior to the CWR coming into effect. However the Council will not charge disposal costs on these premises unless directed by the WDA.

3. Residential Hostel

Waste from a residential hostel, which provides accommodation only to persons with no other permanent address or those who are unable to live at their permanent address, is classified as household waste.

A collection charge can be applied but no disposal charge can be applied.

Waste from commercial residential hostels, e.g. Youth Hostel Association (YHA) will be classified as commercial waste for which collection and disposal charges will be applied.

4. Moored Vessel for Living Accommodation

Waste from a moored vessel for living accommodation is classified as household waste. No collection or disposal charges can be applied.

If a vessel is used as a business e.g. for day trips, holiday accommodation, then it is to be treated as commercial waste and collection and disposal charges applied.

5. Places of Religious Worship

Waste from Places of Worship is classified as household waste. A place of religious worship means a hereditament exempt from local non-domestic rating by virtue of paragraph 11 of Schedule 5 to the Local Government Finance Act 1988. No collection or disposal charges can be applied.

Waste from churchyards and/or cemeteries where there is no church on site, and they are operated on a commercial basis, is classified as commercial waste for which collection and disposal charges can be applied.

6. Prison or Penal Institution

Waste from a prison or penal institution is classified as household waste for which collection and disposal charges can be made.

7. Premises used Wholly or Mainly for Public Meetings

Waste from a premise used wholly or mainly for public meetings (e.g. village halls) is classified as household waste for which a collection charge will be made.

Premises not used wholly or mainly for public meetings can be classed as commercial waste.

8. Charities

Waste from charities is dealt with in three places within the Regulations and can be either commercial or household waste. The following provides clarification:

- i) Waste from premises occupied by a charity, for example headquarters and offices, is classed as commercial waste for which waste collection and disposal charges will be applied.
- ii) For charity shops selling donated goods originating from a domestic property, waste will be regarded as household waste for which a collection charge can be made. Where waste originates from a non-domestic property, a collection and disposal charge can apply.
- iii) Waste from a community interest company, charity or other not-for-profit company, which collects goods for re-use or waste to prepare for re-use from domestic property, is household waste for which a collection charge can be made. Where waste originates from a non-domestic property, a collection and disposal charge will be applied.

Due to the complexities of separating domestic and non-domestic waste the Council will charge collection costs only to charity shops.

Where charities operate commercial services e.g. a café, the waste generated will be regarded as commercial waste for which collection and disposal charges will be applied.

9. Self-catering Accommodation

Waste from self-catering accommodation is classified as commercial waste for which waste collection and disposal charges will be applied subject to the exemption detailed below.

Self-catering accommodation will NOT be charged for waste disposal where it meets the following two criteria:

1. Eligible for free waste disposal under CWR 92 (i.e. premises covered by Schedule 2, including those premises types which are classed as commercial waste producers under CWR 2012).

AND

2. Are entitled to Small Business Rate Relief*

The premises must meet both criteria in order to qualify for the exemption.

*As defined in Section 43(1) of the Local Government Finance Act 1998, calculated in accordance with Section 43 (4A)(a).

10. Bed and Breakfasts (B&Bs) and other Composite Hereditaments

B&B's and other composite hereditaments (i.e. properties used for both domestic and non-domestic purposes) will be provided with free collections for the domestic element of the property (i.e. where the owners live) but collection and disposal charges will be applied for waste from the commercial part of the premises.

11. Camp and Caravan Sites

Waste from camp and caravan sites is classified as commercial waste for which collection and disposal charges will be applied, subject to the exemption detailed below.

However, where it is from domestic premises on the site, it is to be treated as household waste for which no charges will be applied.

Camp and caravan sites are not charged for waste collection and disposal where they meet the following criteria.

1. Eligible for free waste disposal under CWR 92 (i.e. premises covered by Schedule 2, including those premises types which are classed as commercial waste producers under CWR 2012).

AND

2. Are entitled to Small Business Rate Relief*

The premises must meet both criteria in order to qualify for the exemption.

*As defined in Section 43(1) of the Local Government Finance Act 1998, calculated in accordance with Section 43 (4A)(a). The exemption only applies to businesses which existed before the Regulations came into force, and not to businesses which started up after that date.

12. Premises occupied by a Court, Government Department, Local Authority, Persons Appointed to Discharge Public Functions and Body incorporated by Royal Charter

Waste from premises occupied by a Court, Government Department, Local Authority, persons appointed to discharge public functions and body incorporated by Royal Charter is classified as commercial waste and will be charged for waste collection and disposal.

13. Premises occupied by Medical Practitioners

Non-clinical waste from premises occupied by medical practitioners is classified as commercial waste and will be charged for waste collection and disposal.

14. Premises occupied by Clubs, Societies or any Association

Waste from premises occupied by clubs, societies or any association of persons in which activities are conducted for the benefit of members, is classified as commercial waste and will be charged for waste collection and disposal.

Where a club, society or any association is also a registered charity e.g. scout and guide associations, the waste remains commercial waste as the commercial waste classification takes precedence over the charitable status.

APPENDIX 4

Equality Impact Assessment

Public bodies are required in to have **due regard** to the need to:

- **eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited under the Act
- **advance equality of opportunity** between people who share a protected characteristic and people who do not share it, and
- **foster good relations** between people who share a protected characteristic and people who do not share it.

The Equality Act 2010 replaces the previous anti-discrimination laws with a single Act. It simplifies the law, removing inconsistencies and making it easier for people to understand and comply with it. It also strengthens the law in important ways, to help tackle discrimination and equality. The majority of the Act came into force on 1 October 2010.

The **public sector Equality Duty** came into force on 5 April 2011. The duty ensures that all public bodies play their part in making society fairer by tackling discrimination and providing equality of opportunity for all. It ensures that public bodies consider the needs of all individuals in their day to day work – in shaping policy, delivering services and in relation to their own employees.

The Equality Duty encourages public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all and meet different people's needs. By understanding the effect of their activities on different people, and how inclusive public services can support and open up people's opportunities, public bodies are better placed to deliver policies and services that are efficient and effective.

The new equality duty replaces the three previous public sector equality duties, for race, disability and gender. The new equality duty covers the following **protected characteristics**:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – including lack of belief
- sex
- sexual orientation

It also applies to marriage and civil partnership, but only in respect of the requirement to have due regard to the need to eliminate discrimination.

Having **due regard** means consciously thinking about the three aims of the equality duty as part of the process of decision-making. This means that consideration of equality issues must influence the decisions reached by public bodies, including how

they act as employers, how they develop, evaluate and review policies, how they design, deliver and evaluate services, and how they commission and procure from others.

Having due regard to the need to **advance equality of opportunity** involves considering the need to:

- remove or minimise disadvantages suffered by people due to their protected characteristics
- meet the needs of people with protected characteristics, and
- encourage people with protected characteristics to participate in public life or in other activities where their participation is low

Fostering good relations involves tackling prejudice and promoting understanding between people who share a protected characteristic and others.

Complying with the equality duty may involve treating some people better than others, as far as this is allowed by discrimination law. For example, it may involve making use of an exception or the positive action provisions in order to provide a service in a way which is appropriate for people who share a protected characteristic.

The Equality Duty also explicitly recognises that disabled people's needs may be different from those of non-disabled people. Public bodies should therefore **take account of disabled people's impairments** when making decisions about policies or services. This might mean making reasonable adjustments or treating disabled people better than non-disabled people in order to meet their needs.

There is no explicit requirement to refer to the Equality Duty in recording the process of consideration but it is good practice to do so. Keeping a record of how decisions were reached will help public bodies demonstrate that they **considered the aims of the Equality Duty**. Keeping a record of how decisions were reached will help public bodies show how they considered the Equality Duty. Producing an Equality Impact Assessment after a decision has been reached will not achieve compliance with the Equality Duty.

It is recommended that assessments are carried out in respect of new or revised policies and that a copy of the assessment is included as an appendix to the report provided to the decision makers at the relevant Cabinet, Committee or Scrutiny meeting.

Where it is clear from initial consideration that a policy will not have any effect on equality for any of the protected characteristics, no further analysis or action is necessary.

Public bodies should take a proportionate approach when complying with the Equality Duty. In practice, this means giving greater consideration to the Equality Duty where a policy or function has the potential to have a discriminatory effect or impact on equality of opportunity, and less consideration where the potential effect on equality is slight. The Equality Duty requires public bodies to think about people's different needs and how these can be met.

EQUALITY IMPACT ASSESSMENT (EIA)

Directorate:	Deputy Chief Executive's	Lead officer responsible for EIA	Tim Crawford
Name of the policy or function to be assessed:		Charge and collection frequency for commercial and household waste schedule 2 premises	
Names of the officers undertaking the assessment:		Paul Wolverson	
Is this a new or an existing policy or function?		The service is existing but the new proposals are amendments to the current provision	
<p>1. What are the aims and objectives of the policy or function?</p> <p>The overall aim of the project is to ensure the charges and collection frequencies for commercial and household schedule 2 properties are as prescribed in the Controlled Waste Regulations 2012.</p>			
<p>2. What outcomes do you want to achieve from the policy or function?</p> <p>The outcomes wanting to be achieved are:</p> <ul style="list-style-type: none"> • A more effective and efficient refuse and recycling service • A consistent and transparent approach to charging and collection of waste 			
<p>3. Who is intended to benefit from the policy or function?</p> <p>It is intended that the following groups will benefit:</p> <ul style="list-style-type: none"> • Members of the public • The Council 			
<p>4. Who are the main stakeholders in relation to the policy or function?</p> <p>The main stakeholders are:</p> <ul style="list-style-type: none"> • Employees • The Council • Schedule 2 premises • Commercial premises 			
<p>5. What baseline quantitative data do you have about the policy or function relating to the different equality strands?</p> <ul style="list-style-type: none"> • Number of commercial premises to be affected by the proposed changes 			

<ul style="list-style-type: none"> • Number of Schedule 2 premises likely to be affected by the proposals
<p>6. What baseline qualitative data do you have about the policy or function relating to the different equality strands?</p> <p>No baseline qualitative data is available.</p>
<p>7. What has stakeholder consultation, if carried out, revealed about the nature of the impact?</p> <p>No consultation has been carried out</p>
<p>8. From the evidence available does the policy or function affect or have the potential to affect different equality groups in different ways?</p> <p>In assessing whether the policy or function adversely affects any particular group or presents an opportunity for promoting equality, consider the questions below in relation to each equality group:</p>
<ul style="list-style-type: none"> • Does the policy or function target or exclude a specific equality group or community? Does it affect some equality groups or communities differently? If yes, can this be justified? <p>The project has the potential to affect equality groups.</p>
<ul style="list-style-type: none"> • Is the policy or function likely to be equally accessed by all equality groups or communities? If no, can this be justified? <p>Yes</p>
<ul style="list-style-type: none"> • Are there barriers that might make access difficult or stop different equality groups or communities accessing the policy or function? <p>There are not any barriers.</p>
<ul style="list-style-type: none"> • Could the policy or function promote or contribute to equality and good relations between different groups? If so, how? <p>N/A.</p>
<ul style="list-style-type: none"> • What further evidence is needed to understand the impact on equality? <p>No further evidence is required.</p>

9. On the basis of the analysis above what actions, if any, will you need to take in respect of each of the equality strands?

The following statement applies to all protected characteristics:

As some of the charitable organisations may support people and groups with protected characteristics the organisation will be given a 3 month period of grace before any changes will be into effect. This will enable the organisation to make alternative arrangements for their waste collections should they so wish. There is no requirement for commercial premise to use the Councils collection service.

Age: See point 9 statement

Disability: See point 9 statement

Gender: See point 9 statement

Gender Reassignment: See point 9 statement

Marriage and Civil Partnership: See point 9 statement

Pregnancy and Maternity: See point 9 statement

Race: See point 9 statement

Religion and Belief: Due to the fact that congregation numbers could be high at a place of religious worship, and as a result the amount of waste produced may not be adequately contained in one residual bin, places of religious worship will be offered the opportunity to pay for the provision of additional bins as per the Councils procedure for bin provision for large families. There will also be a 3 month period of grace before a change in collection frequency is implemented.

Also see point 9 statement

Sexual Orientation: See point 9 statement

Head of Service:

I am satisfied with the results of this EIA. I undertake to review and monitor progress in response to this impact assessment.

Signature of Head of Service:

Report of the Deputy Chief Executive

MEMORIAL TESTING IN CEMETERIES1. Purpose of report

To provide an update on the safety checks and repairs undertaken to the memorials in the Borough's cemeteries.

2. Background

There has been a lot of debate nationally about safety concerns relating to memorials within cemeteries. When this was first raised as a concern a lot of criticism was directed at local authorities for taking an "over the top" approach with memorials cordoned off, staked with metal or wooden posts or for large numbers of memorials to be laid down. At Broxtowe a more sensitive approach has been adopted and in 2015/16 a risk assessment of the five cemeteries was undertaken to identify priorities. This identified a priority order for undertaking works and this is shown in the appendix.

3. Update

The process adopted is a two stage approach utilising specialist memorial safety management contractors. The first stage is to 'test' the memorials in the nominated cemetery to identify any that fail and are therefore considered unsafe. All memorials up until 2005 are tested, after this date the headstones have to comply with new regulations and the method of fixing undertaken by the memorial masons is subject to specific safety guidelines.

The second stage of the process is then to make safe the memorial. Further details are also provided in the appendix.

4. Financial Implications

Since 2014/15 the revenue budget has contained £15,000 per annum to undertake a memorial safety testing programme. The proposed additional allocation of £15,000 in 2017/18 to enable works at Kimberley and Stapleford to be completed as set out in Funding Option 1 could be met from 2017/18 revenue contingencies of which £25,000 is presently available.

Recommendation

The Committee is asked to RECOMMEND to the Finance and Resources Committee that an additional £15,000 be allocated to the 2017/18 budget for the memorial safety testing programme with funding from 2017/18 revenue contingencies.

Background papers

Nil

APPENDIXZonal Risk Assessment of Memorials within Broxtowe CemeteriesCemeteries listed in Priority Order

1. Kimberley
Significant large memorials, many of which are on steep slopes, resulted in this site being the highest priority.
2. Stapleford
Very similar comments and findings as per Kimberley cemetery. The severity of the slope at Kimberley however resulted in this site being the second priority.
3. Beeston
Large number of memorials, many of which are cross style memorials which tend to have a higher failure rate. This together with the large number of visitors to the site increases the risk factor for this cemetery.
4. Chilwell
Whilst not a significant number of large memorials on this site there is evidence that some of the memorials require attention.
5. Eastwood
The majority of memorials at Eastwood are less than 75cms (2'5") in height resulting in the lower risk value.
6. Closed Church Yards
A separate report on maintenance of closed churchyards was presented to the Committee on 22 November 2016. Whilst these sites were not part of the original risk assessment there are at present 9 sites that will need to have their memorials assessed. Whilst none of these are to the scale of the borough cemeteries, at least 3 of them have a large number of memorials and it will probably need a further 2 year period to cover these.

Works Undertaken to Date

The programme of testing and making safe commenced in 2015/16 and good progress was made at Kimberley cemetery. However, the extent of the work involved was in excess of that first envisaged. The work continued in 2016/17 and all memorials at Kimberley cemetery have now been tested and made safe. The only exception is the very steep bank on the south/west side of the cemetery. These memorials have been tested but repairs were not possible during the winter due to the very wet ground conditions and steep nature of the bank, making repairs very difficult. It is proposed that, subject to funding, the relevant repairs to this section will be completed in summer 2017.

Works at Stapleford cemetery commenced in early 2017 as part of the 2016/17 budget allocation. Again good progress has been made and all the memorials have been tested. The full allocation of the £15,000 was allocated and spent but the work to make safe the memorials at Stapleford has yet to be completed. Where possible, with very old memorials in the kerb section of the cemetery, where they are no longer being visited, and if the memorials could be safely laid down leaving the headstone so that it could still be read, this option was taken as opposed to a direct repair. Whilst this is not possible with all memorials, it does allow the budget to be used more effectively and no adverse comments have been received. It is proposed to continue with this policy as part of the on-going programme at other cemeteries/closed church yards. Work has continued in Stapleford using the budget allocation of £15,000 for 2017/18 but a point has now been reached where the outstanding works identified at Stapleford and the balance of the work still to be completed at Kimberley are beyond the budget available.

The budget allocations and expenditure incurred since 2014/15 are summarised in the table below.

Financial Year	Budget Allocation £	Expenditure £	Cemetery	Works Undertaken
2014/15	£15,000	£0		
2015/16	£15,000	£0		
2016/17	£15,000 plus £15,000 carry forward from 15/16 = £30,000	£29,987	Kimberley Kimberley Stapleford	Old section testing and repairs excluding steep section on south/west side New section testing and repairs complete Chapel side of cemetery testing and repairs complete. Southern side of cemetery all testing complete and first phase of repairs undertaken
2017/18	£15,000	£9,075 leaving a balance of £5,925	Stapleford	Repairs in southern section of cemetery on-going Committed expenditure to date £9,075

Works Outstanding and Funding Options

Kimberley (Steep Section)

There are 106 memorials here which are unsafe. These need new base slabs, re-levelling and drilling for ground anchors. This is potentially the most dangerous area given the very steep nature of the ground. Estimated cost £10,335.

Stapleford

Completion of southern section £10,623. There are a wide variety of old memorials of varying sizes and structures, of these 90 memorials have failed and need to be made safe.

Summary

In 2017/18 there is a budget remaining of £5,925. To complete both Kimberley and Stapleford cemeteries in the year would cost an estimated £20,958, resulting in a funding shortfall of £15,033.

Funding Option 1

An additional supplementary revenue estimate of £15,000 for 2017/18 funded from revenue contingencies.

Funding Option 2

Priority works at Kimberley cemetery are completed leaving a budget overspend of £4,410 in 2017/18. The outstanding works at Stapleford of £10,623 are then undertaken as phase 1 in 2018/19. The option of undertaking the outstanding works at Stapleford ahead of those at Kimberley is not considered as the works at Kimberley are a much higher priority.

Way Forward based on Funding Option 1

It is clear that the work involved in testing and making safe the memorials at the 5 cemeteries and closed church yards will not be completed within the remaining 3 years of a 6 year programme as originally envisaged. If the budget allocation of £15,000 per annum is to remain unchanged then a more realistic timetable is detailed below:

18/19	Phase 1 Beeston Cemetery
19/20	Phase 2 Beeston Cemetery
20/21	Phase 3 Beeston Cemetery and Chilwell Cemetery
21/22	Phase 1 Eastwood Cemetery
22/23	Phase 2 Eastwood Cemetery + Phase 1 Closed Church Yards
23/24	Phase 2 Closed Church Yards

Beyond this period a much smaller on-going budget will be needed for retesting the headstones on a rolling 5 year basis with a small allowance for any new repairs.

The alternative is to increase the budget to £20,000 per annum which would allow the works to be completed potentially by 2022 more in line with the original 6 year programme. This is something for consideration as part of the 2018/19 budget preparation process.

Information Storage

As all memorials are completed a detailed spread sheet is provided which details:

- Cemetery
- Grave Section
- Grave Number (where available)
- Name of most recent deceased
- Date of most recent deceased
- Type of memorial
- Height of memorial
- Picture of memorial
- Test results – pass/fail
- Date of repair/made safe

This information is now stored electronically so that an accurate record of when the memorial was tested and the actions taken by the Council to make safe are available for future reference.

Report of the Director of Legal and Planning Services

WORK PROGRAMME1. Purpose of report

To consider items for inclusion in the Work Programme for future meetings.

2. Background

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

27 September 2017	Play Strategy Missed Bin Policy Fees and Charges 18/19 – Garden Waste Bramcote Hills Park Café update Waste Collection Review
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3. Dates of future meetings

The following additional dates for future meetings have been agreed:

- 15 November 2017
- 24 January 2018

(All meetings to start at 7.00 pm)

Recommendation

The Committee is asked to consider the Work Programme and RESOLVE accordingly.

Background papers

Nil