

FALKIRK COUNCIL

MINUTE of MEETING of the EXECUTIVE held within the MUNICIPAL BUILDINGS, FALKIRK on TUESDAY 18 JUNE 2013 at 9.30 a.m.

COUNCILLORS:

Jim Blackwood
Dennis Goldie
Linda Gow
Adrian Mahoney
Craig Martin (Convener)
Dr Craig R Martin
Malcolm Nicol
Alan Nimmo

OFFICERS:

Margaret Anderson, Director of Social Work Services
Rhona Geisler, Director of Development Services
Rose Mary Glackin, Chief Governance Officer
Robin Millard, Building Design Manager
Brian Pirie, Democratic Services Manager
Mary Pitcaithly, Chief Executive
Stuart Ritchie, Director of Corporate & Neighbourhood Services
Bryan Smail, Chief Finance Officer

EX14. APOLOGY

Councillor Gerry Goldie.

EX15. DECLARATIONS OF INTEREST

No declarations were made.

EX16. MINUTE

Decision

The minute of the meeting of the Executive held on 7 May 2013 was approved.

EX17. RENT ARREARS DUE TO SIZE CRITERIA BENEFIT

The Executive considered a report by the Director of Corporate and Neighbourhood Services and the Chief Finance Officer summarising the impact of the 'Bedroom Tax' (size criteria) on the Housing Revenue Account (HRA) since its introduction on 1 April 2013 and setting out proposals to manage consequential rent arrears.

Details were given of the likely housing benefit reduction on tenants. The key measurements of the impact were the decrease in housing benefit in the Falkirk area, the net increase in arrears and the gross increase in arrears as a consequence of the introduction of the bedroom tax. The projected increase in net and gross arrears was calculated to be £477k and £661k per annum. Allowing for the utilisation of discretionary housing payments (DHP) would reduce the impact to £330k and £517k – based on the current collection rate. Additional preventive measures in respect of recovery actions were detailed together with a proposal to increase the DHP fund to £205,047.

The Executive agreed:-

- (1) that for the financial year 2013/14 where tenants accrue rent arrears which are solely attributable to 'size criteria' and the council is satisfied that the tenants are doing all that can be reasonably expected in order to avoid falling into arrears, it will use all legitimate means to collect rent due, except eviction;
- (2) that the current rent recovery procedure will apply where recovery of possession has commenced or the arrears are not due to size criteria;
- (3) subject to (4) below, that only tenants with a clear rent account at 1 April 2013 should be considered for the no eviction procedure;
- (4) that for those tenants with arrears at 1 April 2012, who are making a reasonable and sustainable repayment plan, but have been impacted by the size criteria and therefore cannot afford to pay the extra charge in addition to the existing arrangement, the original repayment plan could remain in place for 2013/14; and
- (5) to increase the Discretionary Housing Payments budget to £205,047 being the maximum allowed.

EX18. SCOTTISH GOVERNMENT CONSULTATION – DRAFT GUIDANCE ON THE OPERATION OF LOCAL AUTHORITY HOUSING REVENUE ACCOUNTS (HRAS) IN SCOTLAND

The Executive considered a report by the Director of Corporate and Neighbourhood Services and Chief Finance Officer on a Scottish Government consultation on proposed guidance for local authority landlords on the operation of Housing Revenue Accounts (HRAs).

The Scottish Government proposed to issue guidance aimed at ensuring that expenditure once aimed at the traditional council housing areas provides maximum benefit to today's tenants and which supplements the statutory requirement for local authorities to account for costs associated with the Housing Revenue Account (HRA). For the expected outcomes to be achieved there would be a full review of current methodology of how income and expenditure is treated within the Council's HRA and consequently on the General Fund. An assessment of the likely impact of implementing the proposed guidance had been initiated.

A proposed response to the consultation was provided.

Decision

The proposed response to the Scottish Government consultation on Guidance on the Operation of Local Authority Housing Revenue Accounts (HRAs) in Scotland was approved.

EX19. FORTH VALLEY INTEGRATED CARERS STRATEGY

The Executive considered a report by the Director of Social Work Services on the Forth Valley Integrated Carers Strategy (FVICS).

A Forth Valley Integrated Carers Strategy had been developed by key stakeholders in the Forth Valley area which set out the overarching priorities for carers and which would be taken forward through local implementation plans in each council area.

Decision

The Executive agreed to:-

- (1) approve the Forth Valley Integrated Carers Strategy; and**
- (2) instruct the Director of Social Work Services to develop an implementation plan to ensure that the Social Work Services Plan reflects commitments set out in the Carers Strategy.**

EX20. DRAFT SUPPLEMENTARY PLANNING GUIDANCE NOTE: DELIVERY OF THE DENNY EASTERN ACCESS ROAD

The Executive considered a report by the Director of Development Services presenting a Supplementary Planning Guidance (SPG) Note setting out a framework for the delivery of the proposed Denny Eastern Access Road (DEAR).

The Falkirk Council Local Plan required that the route of the DEAR from Denny High School to Glasgow Road should be developer funded. The SPG used an established cumulative impact approach methodology to new development and also includes other options given the current economic climate. A consultation had been undertaken in regard to the proposed SPG. Details of proposed changes arising from consultation responses were highlighted and the revised SPG was presented for approval.

Decision

The Supplementary Planning Guidance Note: Denny Eastern Access Road (DEAR) was approved.

EX21. FALKIRK EMPLOYABILITY FRAMEWORK

The Executive considered a report by the Director of Development Services presenting Falkirk Employability Framework.

The Falkirk Employability Framework had been developed by the local employability partnership (chaired by Falkirk Council) in response to rising unemployment rates in the Falkirk Council area and in amongst particular school leavers. The overarching outcome for the framework was to maximise the percentage of working age residents attaining and sustaining better paid secure employment.

Decision

The Executive agreed:-

- (1) to support the Falkirk Employability Framework, and**
- (2) that further monitoring of the pattern of support and its impact on service users is undertaken to take account of the consequence and impact of the welfare reform programme and the need to provide effective employability support for workless households.**

EX22. INSPIRING ACTIVE LIVES – A CULTURE AND SPORT STRATEGY FOR FALKIRK 2013-2023

The Executive considered a report by the Chief Executive presenting a draft Culture and Sport Strategy for the Falkirk area for 2013-2023.

A draft Culture and Sport Strategy for Falkirk – Inspiring Active Lives – had been developed by the Falkirk Community Trust in its role as principal advisor to the Council. The Strategy set out a vision for culture and sport in the area together with the key themes and actions required to achieve the vision. Proposals were set out to refer the Strategy to a policy development panel, chaired by the Culture Leisure and Sport portfolio holder. Terms of reference for the Panel which would make its recommendation to the Executive were proposed. At the same time the Trust would carry out a consultation on the Strategy.

Decision

The Executive agreed:-

- (1) to note the draft Culture and Sport Strategy – Inspiring Active Lives,**
- (2) to ask Falkirk Community Trust to consult on the Strategy, and**
- (3) to establish a policy development panel of 5 members (3 from the Administration and 2 from the opposition), to be chaired by Councillor Mahoney as the relevant portfolio holder to review the draft Strategy with a view to making recommendations to an Executive meeting on the final Strategy and its implementation; and**
- (4) that the terms of reference of the policy development panel would be to:- reflect on the draft strategy and propose changes, look at how the strategy will progress to implementation beyond the broad intent set within the strategy and then reflect on this in recommending the final strategy to the Executive.**

EX23. FINANCIAL POSITION 2012/13 –PROVISIONAL OUTTURN

The Executive considered a report by the Chief Finance Officer presenting the provisional outturn on the financial position of the Council for 2012/2013.

Net General Fund expenditure was now forecast to be £4.7m lower than budgeted and would result in a balance at 1 April 2013 of £11.7m , which was above the threshold of the Council's Reserve Strategy but a positive position given expected future pressures on funding.

Proposals were set out to change the status of the Roads Trading Account to a recharge account and to allocate a further £1.5m to spend to save projects.

Decision

The Executive agreed to:-

- (1) note the Council's year-end financial position for 2012/2013,**
- (2) approve transfers to the Repairs and Renewals Fund and earmarked Reserves as set out in Appendix 2 to the report,**
- (3) allocate a further £1.5m from the Revenue Balance to fund future spend to save projects, and**
- (4) discontinue the Roads Statutory Trading Account.**

EX24. ACTUARIAL VALUATION OF THE INSURANCE FUND AND UPDATE ON MUNICIPAL MUTUAL INSURANCE (MMI)

The Executive considered a report by the Chief Finance Officer on the actuarial review of the Insurance Fund and highlighted the current position with regard to Municipal Mutual Insurance (MMI) liabilities.

The Council's Insurance fund was subject to a three yearly actuarial review to ensure that it was sufficient to meet the Council's Liabilities. The 2013 valuation found that the fund had a surplus of £0.8m and that the fund was broadly healthy. However the review had noted uncertainty over the final costs which would fall due to liabilities relating to Municipal Mutual Insurance (MMI).

MMI had been the predominant insurer of public sector bodies and had stopped underwriting operations in 1992. Arrangements to ensure that the MMI had sufficient resources to meet liabilities had been established at the time. However MMI had since fallen into administration, with implications for Falkirk Council Insurance Fund. It was proposed to transfer £0.55m from the General Fund together with £0.25m from the Housing Revenue Account (HRA) to the insurance fund.

Decision

The transfer of £0.55m from the General Fund and £0.25m from the Housing Revenue Account to the Insurance Fund was approved.

EX25. FAIRER FALKIRK FUND – PROPOSALS FOR FUNDING

The Executive considered a report by the Director of Corporate and Neighbourhood Services on an application by the Link Group for funding and on proposals to utilise £66,000 of the Fairer Falkirk Fund on measures to reduce the impact of welfare reform.

An application for funding had been received from the Link Group for £50,000 to fund a Welfare Rights Officer post. It was considered that such a position was similar to, and in addition to, services currently provided by the Council and the Citizens Advice Bureaux and as such it would not be appropriate to support the application.

Proposals were set out to utilise the Fairer Falkirk Fund on early intervention/prevention projects as follows (1) £30,000 to provide funding for a full-time money advisor as part of a project to establish a 'Money Line' branch in Falkirk; (2) £26,000 to establish an Administrative Support post to support the Council's, to be appointed, Project/Change Manager, and (3) £10,000 to commission a feasibility study for the subsidised introduction of an alternative to higher purchase firms along the lines of the 'smarter buys' store model.

Decision

The Executive agreed not to fund the proposal by the Link Group to establish a Welfare Rights Officer and to utilise £66,000 from the Fairer Falkirk Fund on the projects set out in the report.

EX26. DECOMMISSIONING OF SACRO SUPPORTED ACCOMMODATION SERVICE

The Executive considered a report by the Director of Social Work Services proposing the decommissioning of the Sacro tenancy service and its replacement with a local authority tenancy support service.

Sacro had for a number of years provided tenancy support services within Falkirk Council. Currently Sacro provide one member of staff (35 hours) within the Criminal Justice Social Work Service. The cost of the service had been £69,400, which equated to £38 per hour. This compared to a cost of £17.20 per hour for a 37 hour week provided in house. Proposals were set out to decommission the tenancy service provided by Sacro and to establish an in house service.

Decision

The Executive agreed to:-

- (1) decommission the Sacro tenancy service;**
- (2) establish a tenancy service in-house; and**
- (3) follow TUPE guidelines in relation to the transfer of the Sacro post holder affected by the proposal.**

EX27. SITES SURPLUS TO OPERATIONAL REQUIREMENTS

The Executive considered a report by the Director of Corporate and Neighbourhood Services seeking to declare land surplus to operational requirements and to arrange negotiated disposal of the land.

Nine applications to purchase sites held on the Housing Revenue Account, had been received. Of these four were recommended for approval. The Executive was now requested to declare these four sites surplus to operational requirements and to dispose of the sites.

An application had been received to purchase land held on the Corporate and Neighbourhood Services account and following review it was recommended to accept the application, declare the land surplus and dispose of the site.

Decision

The Executive agreed to:-

- (1) the recommendations in relation to the 9 sites outlined in section 2.4 of the report in relation to land held on the Housing Revenue Account (HRA); and where the recommendation is to approve the application and subject to obtaining the necessary consents to dispose of assets held on the Housing Revenue Account from Scottish Ministers, authorises the Director of Development Services to organise the disposal of the sites, and**
- (2) declare the land at 2 Stevenson Avenue, Polmont held on Corporate and Neighbourhood Services account surplus to requirements and authorises the Director of Development Services to organise the disposal of the site.**

EX28. REVIEW OF TAXI FARE SCALES AND OTHER CHARGES

The Executive considered a report by the Chief Governance officer on the review of taxi fare scales and other charges.

The Council was required to set its taxi fare scales and other charges every 18 months and was required to follow a statutory review process before setting its charges. Details of the consultation exercise which had been undertaken were presented together with proposals for fares and for the calendar meter calibration test.

Decision

The Executive agreed:-

- (1) to propose an increase to the running mile charge of 3% with a proposed implementation date of 1 September 2013; and**
- (2) to delegate it to the Chief Governance Officer to confirm and implement the revised fares scale in the event that there are no written representations following press advertisement of the revised scale.**

EX29. TAX INCREMENTAL FINANCING (TIF) INITIATIVE

The Executive considered a report by the Director of Development Services on the development of a business case for the proposed Tax Incremental Financing (TIF) initiative in Falkirk and on implementation of the project.

An outline business case for a TIF project in Falkirk had been submitted to the Scottish Government in 2011. A final business case had been developed in consultation with Ernst and Young and Rydens. The final Business Case was submitted to the Scottish Futures Trust (SFT) in March 2013 and the Scottish Government in April 2013. Approval had been confirmed, in-principle - subject to a number of amendments. Details were given of the policy, legal and financial implications of the project being approved and a timetable for the consequential infrastructure works had been established.

Decision

The Executive agreed:-

- (1) to commit to the delivery of the Falkirk area TIF initiative on the basis of the adjusted proposals to the full business case outlined in the report,**
- (2) to authorise the Director of Development Services, in liaison with the Chief Governance Officer to enter into a formal legal agreement with the Scottish Government and SFT to deliver the TIF initiative,**
- (3) to note the actions taken as outlined in section 6 of this report for implementation of the initiative, and**
- (4) to note the expenditure of £70,000 incurred through Ernst & Young and Rydens in the production of the Full Business Case and supporting discussions/negotiations with SFT and Scottish Government as well as the requirement to utilise their specialist services over the first 3 years of the TIF project.**

EX30. ACCESS FOR DISABLED PEOPLE: DENNY TOWN CENTRE

The Executive considered a report by the Director of Development Services presenting an options appraisal in regard to disabled access within Denny Town Centre.

Council had agreed in October 2011 to progress the regeneration of Denny Town Centre and had submitted this planning application in April 2012 in respect of the regeneration project. A detailed planning application had been approved by the Planning Committee in January 2013 subject to various conditions and members had asked for a review of the disabled access arrangements. A review had been undertaken by officers with 5 options identified. An assessment of each option was presented with a recommendation that option 5 – the present design as outlined in the approved planning application – be supported.

Decision

The Executive agreed to promote option 5 being the present design as outlined in the approved detailed planning application for Denny Town Centre.

EX31. (a) EXTENSIONS OF CONTRACT FOR THE SUPPLY OF ROCK SALT AND ASSOCIATED SERVICES (C/N:CCS/024/08) AND BUILDING MATERIALS (C/N: CNS/106/11)

The Council had entered into a five year contract for the supply of salt and associated services materials in 2008 with Salt Union Ltd as part of a single source agreement in order to ensure continuity of supply and to maximise commercial advantage. The agreement included the option to extend annually for two years to 31 March 2014 and then to 31 March 2015. The estimated expenditure of £230,000 for 1 April 2013 to 31 March 2014 was held within the Roads Maintenance Budget.

The current 2 year framework agreement for the supply of building materials runs to 30 June 2013 and contained an option to extend the agreement for a further two years, to 30 June 2015. The estimated cost of the contract of £2,000,000 per annum would be met from the Building Maintenance materials budget and it was considered that continuation of the agreement represented best value for the Council.

Decision

The Executive agreed:-

- (1) to the extension of the Rock Salt and Associated Services contract through to 31 March 2014 at an estimated cost of £230,000, and**
- (2) to the extension of the framework agreement for Building Materials through to 30 June 2015 at an estimated cost of £2,000,000 per annum.**

(b) SCOTLAND EXCEL CONTRACTS PARTICIPATION

The Executive considered a report by the Director of Corporate and Neighbourhood Services proposing that council continues to participate in Scotland Excel Framework Agreements for the supply and delivery of frozen foods, the provision of educational materials and the provision of educational and office furniture.

The Policy and Resources Committee had on 31 May 2011 approved the Council's participation in the Scotland Excel framework for the supply and delivery of frozen food to 30 June 2013.

A new tendering exercise had been conducted by Scotland Excel with the recommendation that contract for sole supply to participating Councils be awarded to Brake Brothers Ltd from 1 July 2013 until 30 June 2016, at an estimate cost to the Council of £460,000 per annum.

The Council's contract for the provision of educational materials had been approved by the Policy and Resources Committee on 31 May 2011. This contract had ended and it was proposed that the Council enter into a new four year Scotland Excel Framework Agreement for the provision of educational materials from 1 July 2013 until 31 March 2017, at an approximate cost of £500,000 per annum.

The Council's contract for the provision of educational and office furniture had been approved by the Policy and Resources Committee on 31 May 2011. This contract had ended and it was proposed that the Council enter into new a three year Scotland Excel Framework Agreement for the provision of the provision of educational and office furniture from 1 March 2013 until 29 February 2016, at a cost of approximately £110,000 per annum.

Decision

The Executive agreed Falkirk Council's participation in the Scotland Excel Framework Agreements as recommended in the report.

EX32. (a) ACCEPTANCE UNDER DELEGATED POWERS OF TENDER OVER £350,000 FOR THE PROVISION OF OCCUPATIONAL HEALTH AND ASSOCIATED SERVICES (CNS/069/13)

The Executive considered a report by the Director of Corporate and Neighbourhood Services advising of a decision to accept a collaborative contract comprising Falkirk, Stirling and Clackmannanshire Councils for the provision of occupational health and associated services.

The Policy and Resources Committee had on 13 November 2012 granted delegated powers to the Director of Corporate and Neighbourhood Services to agree the contract for the provision of occupational health and associated services.

Following evaluation of tenders by a panel of officers from the 3 local authorities, the contract from Serco Occupational Health was identified as offering best value for lot 1 (provision of occupational health services) and the offer from Employee Counselling Service (ECS) was selected as offering best value for lot 2 (employee counselling service).

Based upon the officers' assessment, the Director of Corporate and Neighbourhood Services had concluded the award of contracts on 21 March 2013.

Decision

The decision by the Director of Corporate and Neighbourhood Services to accept the tenders by Serco Occupational Health, Birmingham and Employee Counselling Service, Glasgow with an estimated contract value of approximately £540,000 was noted.

(b) ACCEPTANCE OF TENDERS OVER £350,000 IN VALUE CONTRACT FOR NEW BUILD HOUSING AT TINTO DRIVE, GRANGEMOUTH (GRA-6960)

The Executive considered a report by the Director of Development Services advising of her decision to accept a tender for new build housing at Tinto Drive, Grangemouth.

Policy and Resources Committee on 13 February 2013 had delegated authority to the Director to accept a tender for the provision of 44 flats and 12 new build houses at Tinto Drive, Grangemouth.

Six tenders had been issued with 5 received by the due date, with the lowest tender in the sum of £5,354,559.00 from O'Hare & McGovern Ltd., Carnbane House, Shepherd's Way, Newry, Co. Down.

Following the evaluation of each of the tenders, this tender was considered to demonstrate best value.

Decision

The decision by the Director of Development Services to accept the tender submitted by O'Hare & McGovern Ltd., Carnbane House, Shepherd's Way, Newry, Co. Down in the sum of £5,354,559.00 was noted.

(c) ACCEPTANCE OF TENDERS £350,000 IN VALUE CONTRACT FOR NEW BUILD HOUSING AT WINDSOR ROAD, FALKIRK (FAL-6961)

The Executive considered a report by the Director of Development Services advising of her decision to accept a tender for new build housing at Windsor Road, Falkirk.

The Policy and Resources Committee on 4 September 2012 had delegated authority to accept a tender for the provision of 16 flats and 8 new build houses at Windsor Road, Falkirk.

Six tenders had been issued with 6 received by the due date, with the lowest tender in the sum of £2,267,181.74 from J B Bennett (Contracts) Ltd., Banton, By Kilsyth.

Following the evaluation of each of the tenders, this tender was considered to demonstrate best value.

Decision

The decision by the Director of Development Services to accept the tender submitted by J B Bennett (Contracts) Ltd., Banton, By Kilsyth in the sum of £2,267,181.74 was noted.

EX33. EXCLUSION OF PUBLIC

The Executive agreed, in terms of s50A(4) of the Local Government (Scotland) Act 1973 to exclude the press and public from the meeting for the following items of business on the ground that they involve the likely disclosure of exempt information as defined in paragraphs 6,8,9, 12 and 14 of Part 1 of Schedule 7A of the said Act.

EX34. CLOSURE OF AVONDALE ADVANCED WASTE TREATMENT FACILITY

The Executive considered a report by the Director of Development Services on proposals to close Avondale waste treatment facility.

Avondale Environmental Ltd had won a contract to dispose of and treat the Council's residential waste from 15 August 2008 until 14 August 2013 with the option for an extension of 2 years. Members had agreed in 2010, to extend the contract until 14 August 2015.

The Council had been advised by Avondale Advanced Waste Treatment Ltd that its Materials Recycling Facility in Polmont would close as at 31 May 2013, but that it would be willing to continue its waste disposal service at the Avondale landfill facility.

The report set out the options available to Council together with the risks associated with the various options.

Decision

The Executive agreed:-

- (1) to move material to landfill at Avondale, Polmont on an interim basis due to the Material Recycling Facility not being available on the basis of no additional financial cost to the Council.
- (2) to note that the Council will seek to reserve its rights against Avondale Environmental Limited for the breach of contract.
- (3) to note that the recycling rate will decrease should it not divert additional material from landfill.
- (4) to authorise the Director of Development Services to monitor the situation and, in consultation with the Leader of the Council, to take such steps and enter such arrangements as she considers necessary to protect the Council's best interests, provided that such steps or arrangements do not extend in their effect beyond 14 August 2015.

Councillor Goldie joined the meeting during consideration of the foregoing item of business.

EX35. SPEND-TO-SAVE PROPOSAL – INSTALLATION OF SECURITY ALARM AT MUNICIPAL BUILDINGS, FALKIRK

The Executive considered a report by the Chief Governance Officer proposing the installation of an alarm system at the Municipal Buildings, Falkirk as part of the Council's spend to save initiative.

Details were given of the Council's current security arrangements at the Municipal Buildings together with two options involving the installation of security alarms, together with the financial implications it was proposed that either option could be funded from reserves as part of the spend to save projects.

Decision

The Executive agreed to the installation of the higher specification alarm system linked to the access swipe cards used by staff and Members (option 2 as set out in the report) and that it is funded from the Council's reserves as a spend to save project in the financial year 2013/14.

EX36. CENTRAL DEMOLITION LTD – LAND AT HIGH BONNYBRIDGE

The Executive considered a report by the Director of Development Services proposing that land at High Bonnybridge be declared surplus to requirements for negotiated disposal.

Decision

The Executive agreed to declare the land shown on plan 1 surplus to requirements for negotiated disposal to Central Demolition as outlined in the report and on the basis that:-

- (1) Central Demolition shall design and construct the enhanced pitch and changing pavilion provision at Loch Park at their expense in return for their acquisition of the land shown on plan no.1,
- (2) the transaction is conducted on the basis of market valuation of the land less the Loch Park enhancement costs and any abnormal development costs incurred in relation to development of the land for industrial yard expansion, subject to open book verification,
- (3) Central Demolition shall be responsible for obtaining all necessary statutory consents required in relation to the proposed yard extension and for the works to Loch Park, and
- (4) Negotiation by the Director of Development Services and Chief Governance Officer of conditions of finalised land disposal and in respect of the enhanced pitch and changing pavilion provision in satisfactory.

EX37. WHITECROSS SIRR: MORSTON ASSETS LTD

The Executive considered a report by the Director of Development Services advising on negotiations between Falkirk Council and Morston Assets Ltd (Morston) on developer contributions in regard to provision of a new primary school and on negotiations in regard to land value.

Decision

The Executive agreed to:

- (1) declare both sites shown respectively on Plans A and B attached surplus to operational requirements. The site identified in Plan A to be the subject of a contract of excambion between the Council and Morston, in exchange for the site of the new school; subject to obtaining Ministerial consent in relation to the transfer of the HRA portions of the site.**
- (2) seek a contribution of £8.476m from Morston towards the provision of a new primary school.**
- (3) adopt the process set out in paragraphs 6(4) - 6(6) of the report to determine the sum to be sought in respect of the land shown on Plan B; and**
- (4) instruct officers to conclude negotiations with Morston on the above basis and to report back as necessary.**