

MINUTES of a meeting of the **CABINET MEMBER FOR HEALTH AND COMMUNITIES** held on 18 July 2013 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor D Allen

Apologies for absence were submitted on behalf of Councillors C A Hart, P J Smith and E S Wilcox

1/13 COMMUNITY SAFETY PROJECTS Consideration was given to a request to fund four projects – general clean-ups/graffiti removal at targeted sites, the provision of street lighting in areas of crime and disorder, the provision of electronic kiosks in Probation offices which provided advice and support, and support for staying safe training for people with learning disabilities.

During 2012/13, the Community Safety Unit had co-ordinated projects to reduce anti-social behaviour, crime and disorder by organising clean ups across the county and the provision of street lighting. Potential sites for being cleaned up had been nominated by District and Parish Councils, Community Safety Partnerships and County Council departments, and the project had utilised the Probation Community Payback Scheme for all general clear up work supported by a contractor for the graffiti removal. The overall cost of the project for 2012-13 had been £21,162, which had included materials and supervisor costs for Probation, materials and labour for the graffiti removal contractor. Probation Community Payback had carried out work on 37 schemes, and the contractor had removed graffiti from 30 sites. Positive feedback had been received during the project, with the contractor and Probation receiving direct feedback from members of the public, who had indicated that they would like to see more of this type of work undertaken. A number of requests for further work in 2013-14 had been received.

During 2012-13, funding of £45,000 had been approved to support requests for community safety street lighting improvements. Forty-four requests had been received, of which thirteen had met the project criteria. Work was also undertaken with the Council's Part Night Lighting project to ensure that any newly proposed street lighting did not conflict with the implementation of that project. The aim of the initiative was to improve street lighting in areas where there had been higher levels of crime and anti-social behaviour and where it was considered that additional street lighting would have a positive impact on these issues. An evaluation of 16 street lighting improvement schemes installed since 2011 had shown a number of locations having significant reductions in anti-social behaviour related police calls for service. Satisfaction surveys following the installation of street lighting had recorded that residents were satisfied with the new lighting and that they felt

safer after dark. The projects would also contribute to the anti-social behaviour key performance indicator in the 2011-14 Derbyshire Community Safety Agreement and the Service Plan 2013-14.

The Derbyshire Probation Trust, in conjunction with the Citizen's Advice Bureau, had piloted the use of an electronic kiosk in its Derby City office, which provided up to date information for offenders around debt, finance and benefits, housing options and support services, and other relevant services which could assist offenders in reducing or ceasing their offending behaviour. There had been positive feedback from the pilot, and a number of referrals and signposting into services had been taken up as a direct result of information from the kiosk. The cost of a kiosk was £3,500 and the Citizen's Advice Bureau undertook to ensure that the information it contained was regularly updated. The Probation Trust and the Police and Crime Commissioner for Derbyshire wanted to roll out the kiosks in the three main Probation offices across the county, and the Probation Trust would fund the city office and the Commissioner would fund one kiosk for the county. The Probation Trust was seeking match funding from the County Council to ensure that all three offices could install a kiosk.

Cabinet had previously approved the development of a Hate Crime and Staying Safe Project for people with learning disabilities in Derbyshire, and the aim of the project had been to provide information about bullying, harassment, hate crime and safeguarding through a series of workshop events. McIntyre had developed and delivered the workshops, and a Learning and Development Officer had been recruited by McIntyre to develop the workshops along with a member of staff with a learning disability. A pool of people with learning disabilities delivered the workshops as Keeping Safe Champions. During 2009, a further element had been added to the project and a Safe Places scheme had been established. Derbyshire libraries had been established as safe places, which were somewhere that a person with learning disabilities could go to for help if they felt unwell or unsafe. A further bid had previously been approved from the Communities budget to match fund money from the Derbyshire Learning Disabilities Partnership Board to continue the project. There was continued interest in the project, and there was scope to keep reiterating the same messages and to expand. Adult Care was keen to continue to deliver the project in its current format, and was providing £7,500 funding. It was proposed that this be matched from the Communities budget, and this would enable the project to continue in 2013-14, allow for potential further development, and to enable an exit strategy to be developed if the project did not continue.

The cost of the proposals totalled £76,000, and could be met from within existing budgetary provision.

RESOLVED that the sum of £76,000 be awarded from the Communities budget to support four community safety projects – General Clean Ups and Graffiti Removal £20,000, Street Lighting £45,000, CAB kiosk £3,500, Hate Crime/Staying Safe Project £7,500.

2/13 COMMUNITY SAFETY LEARNING AND DEVELOPMENT END OF YEAR REPORT 2012-13 The Community Safety Unit had provided training for a total of 1272 multi-agency delegates on 46 sessions of 13 different classroom based courses and two e-learning modules during the 2012-13 year. A breakdown of courses was given, along with a breakdown of the delegates by County Council department and organisation. Over the year, 87% had rated the courses as very good or excellent.

The figures were slightly lower than the previous year due to the cancellation of three courses during quarter 4. This had occurred in order to concentrate resources on the development and delivery of training for the ASB Victims First Project.

In terms of future developments, the initial pilot of the ASB Victims First Project training had been evaluated, and revisions would be undertaken before further roll-out across the county. A pilot course on identifying child sexual exploitation, aimed at Community Safety partners, had been developed and delivered. This had been well received, and it was the intention to add it to the core Community Safety Programme for 2013/14.

RESOLVED to note the report on the Community Safety Learning and Development Plan 2012/13 and the future developments.

3/13 GRANT TO DERBYSHIRE GYPSY LIAISON GROUP An application for a grant of £3,500 for the 2012-13 financial year had been received from the Derbyshire Gypsy Liaison Group. The Group was asking for support for its work over the current financial year with traditional Romany Gypsies and Irish Travellers. It played an important role in supporting the three Council owned Traveller sites in Derbyshire, and its other activities included the production of a newsletter, assistance with private site planning applications and dealing with issues of education, health and welfare of travellers. Over the year, the Authority had held regular discussions with the Group on issues arising from unauthorised encampments, site management and on developing good practice in dealing with unauthorised encampments.

The Group also received small annual grants from North Derbyshire Health Authority and North Derbyshire Voluntary Action. In 2011-12, the Group had been awarded £3,500, and budgetary provision of £3,500 had been made to support Traveller organisations in the current year.

RESOLVED that the Derbyshire Gypsy Liaison Group be awarded £3,500 for the year 2012-13, subject to the County Council's standard conditions of grants.

4/13 ALCOHOL HARM REDUCTION The local authority had a duty to enforce the provisions of the Licensing Act, which prohibited sales of alcohol to young people under 18, and the responsibility rested jointly with the Trading Standards Division and Derbyshire Constabulary. A national Memorandum of Understanding between Trading Standards and the Police had led to the former assuming responsibility for seeking compliance with the under-sales requirements for shops, supermarkets and other off-licensed premises, whilst the Police had retained the lead for pubs, clubs and on-licensed premises.

The Trading Standards Division carried out a range of functions to seek compliance with the legislation that was intended to prevent young people from gaining access to alcohol under-age. It also had some potential future responsibility for ensuring compliance with legislation concerning the advertising and promoting of alcohol and for tackling sales of counterfeit alcohol. The first opportunity to engage with businesses wishing to sell alcohol was to consider what steps were in place to prevent sales to young people. As a responsible authority, the Trading Standards Division was required to assess all alcohol licence applications to ensure that appropriate steps were in place to safeguard young people. If it was felt that these were insufficient, officers would discuss improvements with the applicant, and if an agreement could not be reached, the Division had the power to raise objections with the licensing authority.

The Division had a programme of advisory visits to local businesses to check what precautions were in place to prevent illegal sales of alcohol, and training should be in place to ensure that staff challenged young people and kept records of any refusals. For businesses that didn't have sufficient systems in place, officers would seek to agree an action plan to address any shortcomings. Failure to address these could lead to an application to the local licensing authority to have additional conditions placed on the licence and/or a request to suspend or revoke the licence if there was evidence of persistent non-compliance.

Test purchase exercises had been undertaken to check for illegal sales of alcohol, and this was carried out by teenage volunteers and in accordance with Home Office approved guidance. The guidance had originally suggested that volunteers should be at least 18 months younger than the minimum legal age to purchase and be typical of their age group, and volunteers were required to tell the truth if challenged about their age and not to persuade the retailer to sell to them. The guidance ensured the health and safety of the young person and that the retailer or sales assistant were not entrapped into

selling alcohol. Volunteers received a gift voucher in recognition of their support.

The Division worked closely with other agencies who had an interest in or responsibility for preventing alcohol harm. It was a founder member of the local VAL (Violence, Alcohol and Licensing) groups, and regularly attended meetings with the Police, Community Safety and district council licensing colleagues to share intelligence. As well as being lead agency for off-trade premises, the Division also supported Police operations by providing the young volunteer test purchasers. The Community Safety Team provided some financial assistance with the activity.

During the last financial year, officers carried out 172 advisory visits to local businesses selling alcohol, and many of these were carried out jointly with Police and/or licensing authority officers. 147 test purchase checks had been made, which had resulted in 15 illegal sales – this was on a par with recent years and was a significantly better compliance rate than the period 2004-2009. The districts with the highest failure rates had been Amber Valley and Bolsover. The annual programme of surveillance and test purchase checks for on-trade premises was less well established, and the failure rates correspondingly higher. However, the trend was moving in the right direction with an improved compliance rate of 73% last year.

The Division had a range of sanctions available following the detection of non-compliance, and the most appropriate course of action was determined on a case-by-case basis. Formal disposal options available for most products were a letter of warning, simple cautions or prosecutions. However, for premises licensed for alcohol sales, other actions could be applied – penalty notices for disorder, closure orders for persistent selling, voluntary variation of premises licence by the holder or premises licence reviews. Two letters of warning had been issued to sales staff during 2012-13, and two had been cautioned. A further 11 individuals had been issued with penalty notices. Seven businesses had been issued a letter of warning and/or advice, three had agreed to minor variation in the licence, and five had agreed to an action plan proposed by the Division.

RESOLVED to note the contribution that the Trading Standards Division makes to reducing the harm from alcohol.

5/13 **ALL DANCE** All Dance had been part of the Cultural Olympiad celebrations in Derbyshire in 2012, and had invited disabled people to learn to dance. It had been launched to coincide with the closing ceremony of the Paralympic Games, and sixteen dance artists had worked with people from disability groups across Derbyshire to create dance pieces. The dances had been performed at Derbyshire's first countywide disability dance platform in November 2012.

Building upon the success of All Dance 2012, it was proposed that the County Council organised a three year programme celebrating the dance work of people with disabilities. The work would be undertaken with 16 participant groups (two from each Borough/District) - eight groups would be participants from 2012 and eight would be new to All Dance. The final performances would be held in November each year. There would be an overall All Dance Manager and 16 dance artists – eight experienced lead artists and eight emerging artists as support workers.

Funding was being sought from District and Borough Councils, some of the participant groups, Esmée Fairbairn Foundation, Big Lottery and other funders, and it was proposed that this funding would cover All Dance events in each of the next three years, with an extra special celebration in 2015. The overall budget for three years would be approximately £100,000, and it was proposed that £27,600 be set aside from the approved Community Arts Grant budget as match funding for the work.

RESOLVED to agree to (1) the organisation of a three year programme celebrating the dance work of people with disabilities; and

(2) the commitment of £27,600, as match funding, from the balance of the approved Community Arts Grant budget to support disability dance work.

6/13 ARRANGEMENTS FOR SAFE STORAGE OF PETROLEUM

Approval was sought to give notice to Derbyshire Fire and Rescue to terminate the current arrangements for seeking compliance with the legal requirements for the safe storage of petroleum spirit.

The local authority had a duty to ensure that local businesses operating in Derbyshire complied with legislation requiring the safe storage of petroleum spirit. Any business wishing to store or sell petroleum had to be licensed with the local authority and pay the requisite fee. Businesses were liable to inspection by the enforcing authority to ensure both compliance with legal requirements and that licensing requirements were met.

For the past ten years, Derbyshire County Council had had an agreement with Derbyshire Fire and Rescue Service to enforce the provisions of the legislation in Derbyshire, and this had been in the form of an annual contractual agreement. The contract specified an inspection programme to visit petrol filling stations and other high risk premises that either sold or stored petroleum. The County Council currently paid a fee of £58,000 to Derbyshire Fire and Rescue Service for the performance of its functions under the legislation. As Trading Standards officers already had an enforcement role to seek compliance with other trading standards legislation which impacted on local businesses and required an inspection programme, there were potential

savings to be made by bringing the service in-house. A number of staff had been identified to undertake the necessary training and development to become competent to enforce the legislation.

Under the terms of the current arrangements with Derbyshire Fire and Rescue Service, six months' written notice was required to terminate the arrangements. It would therefore be necessary to write by 30 September in order to give the required notice.

RESOLVED to agree to give notice to Derbyshire Fire and Rescue to terminate the current arrangements for seeking compliance with the legal requirements for the safe storage of petroleum spirit and to support the training and development of existing trading standards staff to deliver the service.

7/13 DERBYSHIRE POET LAUREATE PROJECT The County Council had previously received an Arts Council England Lottery award to appoint a Poet Laureate for Derbyshire. The pilot project had originally been planned to run for two years (2005-2007), with two poets being offered the Laureateship as a one-year tenure. Due to the success of the original pilot, it had been agreed to extend the project for a further two years to 2009, and to offer the Laureateship as a two-year tenure. This had been reviewed in 2009, and it had been agreed to extend the scheme for a further two years. It had been reviewed again in 2011, and the current tenure ended in September 2013.

The next Laureateship would be offered as a two year tenure to September 2015, and the aims of the project would continue to focus on working with local people to celebrate their communities and traditions through poetry, engaging new audiences, and working with young people. The Laureateship would include three core commissions, 3 event days, 3 workshop days and a training bursary for the successful applicant. Funding of up to £8,000 from approved arts reserves would cover the core costs. Funding for additional commissions and activities would be secured through working in partnership with other Departments and external organisations.

RESOLVED to agree to the continuation of the Derbyshire Poet Laureate Project for a further two years from 1 October 2013 to 30 September 2015, funded from approved arts reserves.

8/13 FEED HYGIENE CONTROLS The local authority had a duty to enforce the provisions of the Feed Hygiene and Enforcement Regulations, which regulated the production and supply of animal feeding stuffs. The legislation had been introduced in 2005. Feed businesses had to comply with standards in respect of facilities, storage, personnel and record keeping. The regulation applied throughout the feed chain, including to food manufacturers

selling by-products of food production into the feed chain and all livestock and some arable farmers. Safe food from livestock relied on the safety of the feed used and the systems for producing, storing, transporting and feeding the feed. Other potential risks from contaminated feed were highlighted.

The Food Standards Agency was the lead authority for food and feed legislation, and was also responsible to the European Commission for ensuring UK compliance. To support local authorities, grant funding had been available to carry out market surveillance, and the Division was currently leading a regional bid for grant funding to carry out an inspection programme. The Division had also just received notification that the Food Standards Agency intended to carry out a two day audit of the Division to check compliance with the expected inspection and sampling programme.

RESOLVED to approve the proposed feed hygiene inspection programme.

9/13 FEES FOR FINANCIAL YEAR 2013/14 TRADING STANDARDS
DIVISION Approval was sought for the fees recommended to be charged during the 2013-14 financial year for the testing and verification of weighing and measuring equipment under the Weights and Measures Act 1985; for registrations under the provisions of the Poisons Act 1972; and for membership of the Derbyshire Trusted Trader Scheme.

The local authority had a statutory duty to enforce the provisions of weights and measures legislation within its area, and one of the purposes of the legislation was to ensure that weighing and measuring equipment was fit for use for trade and that errors of measurement were within prescribed tolerances. All prescribed equipment to be used for trade had to be verified as being fit by an inspector of weights and measures, and any weighing or measuring equipment presented for testing to the local authority had to be examined and if found to comply with legal requirements, and on payment of a fee, be passed as fit for use.

The Division had Notified Body status under the Measuring Instruments Directive 2004/22/EC and 2009/23/EC for Non-Automatic Weighing Instruments. Fees for initial verification of equipment under the authority's notified body scheme were itemised separately and were either the same or up to 25% higher than equipment submitted under section 11 of the Weights and Measures Act 1985. The actual amount of fee depended on the type of equipment, and reflected additional costs associated with examination, testing, documentation and maintenance of Notified Body status. Such equipment presented for in-service verification could be charged at rates specified for equipment submitted under section 11 of the Weights and Measures Act 1985.

Verification levels were lower than five years ago, mainly as a result of more businesses using the private sector for verifications, and the decline in weighing and measuring income was presented. Larger businesses tended to use private sector self-verifiers, and smaller businesses relied on the local authority.

The fees approved for weights and measures verification work included a surcharge for work done outside normal working hours. As a result of single status, the amount payable to staff had been reduced and in order to remain competitive and to ensure that the authority was operating on a cost recovery basis, it was proposed that the additional overtime fee charged for verification work outside the normal working hours be reduced to standard plus 33% and for bank holidays to standard plus 50% to cover any additional overtime costs where authorised.

The proposed fees for registrations under the Poisons Act 1972 were presented, with no increase in charges over the fees charged in 2012-13.

When the Derbyshire Trusted Trader Scheme was launched in 2008, the fee level had been set at a rate to ensure that it was accessible to small and medium sized businesses rather than to cover the cost of running the scheme in order to maximise membership. Under the terms of the scheme, trade members were entitled to three months' notice of any change in fee levels. It was recommended that the Trusted Trader membership fees were not increased for the 2013-14 financial year, but that consideration was given to an increase from April 2014. The total membership of the scheme was currently approximately 1,300 businesses and the fee income in 2013-14 was £39,120.

The authority had followed guidance provided by the Local Government Association on setting fees, which should be on a cost recovery basis. Having taken into consideration the current economic climate, it was recommended that there was no increase in the fees charged for weights and measures verifications services. The value of work from weights and measures verification and calibration activities in 2012-13 had been £10,520 of which £6,745 had been from calibration services conducted at Chatsworth Hall. The total income for 2013-14 was forecast to be a similar figure.

RESOLVED to agree the fees recommended for the financial year 2012-13 and to consider an increase in Trusted Trader membership fees from April 2014.

10/13 SMALL ARTS GRANTS 2013/14 – SECOND ROUND Details were provided of requests for Small Arts Grants from eight organisations, and it was recommended that these be approved. The total funding of £7,230 would be met from the approved Community Arts budget.

RESOLVED to agree to grant a total of £7,230 to the eight groups listed.

11/13 SUPPORT FOR LOCAL BUSINESSES – REDUCING REGULATORY BURDENS The vast majority of legislation that the Trading Standards Service enforced on behalf of the authority impacted on businesses in order to protect consumers from unfair or unsafe products and trading practices. Enforcement of the legislation also protected legitimate businesses operating in the county from unfair competition from non-compliant businesses. However, there was a perception amongst some businesses that the regulations and how they were enforced could be a burden to business. A recent survey had been undertaken by the Derbyshire and Nottinghamshire Chamber of Commerce (DNCC), and this had indicated that when dealing with local regulatory services, businesses believed that the following would be beneficial – a single point of local regulation contact, regulators' business awareness training, tailored advice to match business life cycle, coordinated inspections by regulators, without prejudice discussions, and more enforcement of rogue traders.

The lead government department for much of the legislation enforced by the Trading Standards Division was the Department for Business Innovation and Skills (BIS) and Derbyshire had been working closely with the Better Regulatory Delivery Office (BRDO), which was part of BIS. Regulators within the Leicester and Leicestershire Local Economic Partnership (LEP) had sought to address the actual and perceived regulatory burdens on business through a BRDO supported partnership called Better Business for All (BBfA), and the intention of this was to bring together businesses, business representatives and local regulators within the LEP to facilitate a better communication and understanding of regulatory and business requirements. Derbyshire Trading Standards was currently supporting a D2N2 LEP BBfA initiative to seek to improve dialogue with local businesses throughout the region.

An area that had been identified by D2N2 businesses as a burden was health and safety requirements, and there was also a correlation between seeking compliance with health and safety legislation and the ambitions of Public Health to improve workplace health of employees working in Derbyshire. A joint bid to BRDO for innovation funding to provide additional health and safety advice within two pilot districts within the D2N2 region had been unsuccessful, but there was local commitment to seek to improve advice to businesses on the requirements of health and safety and to seek synergies with improving workplace health. By providing additional grant-funded local authority health and safety advice, it was intended to promote the availability of the service through D2N2 to local businesses in the two pilot areas, and it

would be possible to assess the take up rate of local businesses for advice on how to comply with health and safety requirements.

An important aspect of the bid had been to seek to understand what would be of most assistance to local businesses in terms of workplace health. There were a number of government schemes to improve workplace health, and the most recent was a toolkit for local authorities to localise the Public Health Responsibility Deal. As part of the revised trading standards service plan for the year, staff were planning to promote aspects of the toolkit to local catering businesses.

Although the bid to BRDO had been unsuccessful, there was still a willingness and commitment amongst local authority regulators within the D2N2 region to work with Public Health and other enforcement colleagues to form better links with local businesses in order to reduce real or perceived regulatory burdens and facilitate economic growth. Approval was sought to use £10,000 to work with a Derbyshire District Council to offer additional workplace advice in conjunction with D2N2 and the DNCC for a trial period to be concluded by March 2014. The additional service would be provided in collaboration with Public Health colleagues to maximise the potential to improve workplace health as well as more efficient compliance with health and safety requirements. £10,000 could be found within existing divisional budgets for the current financial year.

RESOLVED to agree to the expenditure of £10,000 from the Trading Standards Divisional budget to work in partnership with a Derbyshire District Council, Derbyshire and Nottinghamshire Chamber of Commerce, D2N2 Local Economic Partnership and Derbyshire Public Health to provide, for a trial period, additional advice to Derbyshire businesses as part of a Better Business for All initiative.

12/13 TOBACCO CONTROL There had been a significant rise in reports of the sale/supply of counterfeit and illicit tobacco in the last financial year, and the main reason for this had been the rise in shops selling illegal tobacco. There had also been a significant number of reports about ‘fag houses’ – private houses where an individual sold tobacco/cigarettes illegally. In the first quarter of 2013-14, officers had seized over 60,000 cigarettes and 49kg of hand rolling tobacco in raids at five shops and one ‘fag house’. The Division was currently at varying stages in the investigations of 13 shops and one ‘fag house’.

Trading Standards authorities were able to use Trade Marks and Consumer Safety legislation to tackle illegal sales, and the Division was working closely with the Police and other enforcement colleagues, and was keen to work more closely with HMRC as part of a regional partnership approach. The Division was also working closely with Derbyshire Public

Health to explore ways in which the Division could continue to tackle the sale of illicit tobacco on the high street.

The authority was required to consider and approve an enforcement programme under The Children and Young Persons (Protection from Tobacco) Act 1991. Together with the Children and Young Persons Act 1933, the legislation sought to protect children from the health risks associated with smoking tobacco, and for the past ten years, the Division had had a programme of visits to local retailers to provide advice and information on the requirements of age-restriction legislation and what training and procedures stores could adopt to minimise the risk of making an illegal sale. An assessment was made as to the likelihood of compliance based on the existing systems in place, the response to the advice and guidance, and the number of complaints from the public or intelligence from other agencies. Follow-up test purchases were then made, targeting those identified as most at risk of breaching the requirements.

Compliance rates were now generally very good, and the under-age sales that did take place were usually attributable to an individual sales assistant who had not followed the appropriate procedures. There was a range of sanctions available to the authority when breaches were uncovered ranging from a letter of warning or formal caution through to prosecution. There had been five under-age sale test purchases during the previous financial year from 43 checks – this was slightly higher than in previous years. The five illegal sales had resulted in letters of advice/warning to the businesses concerned, and three individual sales assistants had also received an advisory/warning letter and two had been cautioned. It was proposed to continue with an annual programme of business advice, test purchase checks and market surveillance. The Health Act 2009 contained measures to minimise the exposure of tobacco products when sold by retail, and the relevant legislation had been phased in and from 6 April 2012, the provisions relating to large retailers had come into force. Those applying to smaller retailers were scheduled to come into force in April 2015.

The Anti-Social Behaviour Act 2003 created an offence for anyone to sell aerosol paint products to persons under the age of 16, as it was felt that the majority of graffiti was committed by persons under that age. The restriction was designed to help reduce the incidence of graffiti. Due to a lack of intelligence to suggest that there was a current problem with under age sales of aerosol paints, it was proposed that no proactive enforcement of the legislation was undertaken during the year unless the Division received any significant complaints.

RESOLVED to note the steps taken by the Trading Standards Division to reduce smoking prevalence and to agree to the proposed programme of enforcement to prevent under-age sales of tobacco and aerosol paints.

13/13 **EXCLUSION OF THE PUBLIC RESOLVED** to exclude the public from the meeting during the consideration of the remaining items on the agenda to avoid the disclosure of the kind of exempt information detailed in the following summary of proceedings:-

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC HAD BEEN EXCLUDED FROM THE MEETING

1. To consider the exempt report of the Strategic Director – Cultural and Community Services on Derbyshire Record Office – Establishment Changes (contains information relating to any consultations or negotiations in connection with any Labour Relations Matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority)