

MINUTES of a meeting of **CABINET** held on 18 April 2019 at County Hall, Matlock.

PRESENT

Councillor B Lewis (in the Chair)

Councillors A Dale, A Foster, C A Hart, T King, S A Spencer and J Wharmby.

Also in attendance: Councillors A Western.

Declarations of Interest

There were no declarations of interest.

81/19 MINORITY GROUP LEADERS' QUESTIONS

There were no Minority Group Leader questions.

82/19 MINUTES RESOLVED that the non-exempt minutes of the meeting of Cabinet held on 21 March 2019 be confirmed as a correct record and signed by the Chairman.

83/19 CABINET MEMBER MEETINGS – MINUTES RESOLVED to receive the non-exempt minutes of Cabinet Member meetings as follows:-

- (a) Strategic Leadership, Culture and Tourism – 25 March 2019
- (b) Young People – 5 March 2019
- (c) Council Services – 14 March 2019

84/19 USE OF SCAPE FRAMEWORK (Council Services) The new primary school projects at Boulton Moor and Highfield Farm were required to be delivered by no later than 31 July 2020 in order to ensure sufficient school places were provided for the start of the new academic year following the construction of housing developments in the surrounding areas.

Although these projects were agreed as part of the Children's Services Capital Programme 2018/2019, it would not be possible to achieve the required delivery date through a full open procurement process. Therefore, it was proposed that Property procured the projects through the SCAPE Regional Construction Framework Lot 7 – Midlands Upper. The SCAPE Regional Construction framework provided a single framework partner to deliver all works let through the framework. This would allow the framework partner, Morgan Sindall, to be appointed and offer assurance that the projects were delivered within the required timescales.

The consequences of not meeting the completion date of July 2020 would result in a loss in reputation for the Council, disruption for local children and residents, together with significant costs in relation to transportation and temporary accommodation.

If the new primary schools at Boulton Moor and Highfield Farm were not delivered on time the Council would be required to arrange temporary accommodation until completion of the projects and incur all associated costs with providing transportation for pupils to attend other schools within the surrounding area. This complicated further with reception and nursery children, as the maximum distance they could commute in this instance was 2 miles. The additional costs associated with delays to the projects and providing temporary accommodation and transportation were estimated to be in excess of £250k.

The use of the SCAPE Framework in this instance was expected to shorten the procurement process by up to 18 weeks, providing an OJEU compliant procurement process at a much faster pace and enabling the specified projects to be delivered on time.

RESOLVED to approve the use of frameworks provided by Scape Group to deliver the primary schools at Boulton Moor and Highfield Farm.

85/19 COUNCIL PLAN REFRESH 2019-21 (Strategic Leadership, Culture and Tourism) The Strategic Director Commissioning, Communities and Policy reported on the Authority's Council Plan refresh and recommended it for approval by Full Council.

The Council Plan set out the future direction of the Council, the outcomes that the Authority was seeking to achieve and priorities to focus effort and resource. The revised Council Plan 2019-21, which was attached at Appendix A to the report, had recently been refreshed. The Council's ambition and outcomes had been updated and a smaller number of focused priorities, supported by key deliverables, had been identified.

The Plan set out the Council's ambition to be "an enterprising and value for money Council enabling people and communities to thrive." Refreshed outcomes, outlining what the Council was working towards with partners and local people were as follows:

- Resilient and thriving communities
- Happy, safe and healthy people
- A strong, diverse and adaptable economy
- Great places to live, work and visit
- High quality public services

Five new priorities had been identified and these were as follows:

- Value for money
- A prosperous Derbyshire

- Empowered and self-sufficient communities
- A focus on prevention and early intervention
- High performing council services

For each priority, key deliverables for achievement over the next two and five years had been identified. The Plan was supported by a more detailed delivery plan, attached at Appendix B to the report, which set out clear timescales and lead responsibility.

The refreshed Plan and delivery plan were recommended for approval by Full Council. The Council would assess progress through regular monitoring of key deliverables and performance against the key measures set out in the Plan. It was recommended that reports outlining progress on both the deliverables and the key measures be made to Cabinet on a quarterly basis.

RESOLVED to (1) recommend the Authority's draft Council Plan 2019-21 for approval by Full Council; and

(2) receive reports on progress in delivering the Council Plan on a quarterly basis.

86/19 RE-COMMISSIONING OF DOMESTIC ABUSE SERVICES (Health and Communities) In December 2014 Cabinet approved the commissioning of an integrated Domestic Abuse Support Service to include a Countywide Support Line and Support Services delivering accommodation, outreach, therapeutic and children's services. At that time the services were subject to a complete redesign, which was informed by extensive consultation. Contracts for delivery of these services were in place until the end of March 2020.

Funding for the Domestic Abuse Support Service was made up of a pooled budget, from Public Health, Children's Services, Community Safety and the Office of the Police and Crime Commissioner.

In January 2019 the Government published the report 'Transforming the Response to Domestic Abuse – Consultation Response and Draft Bill', prevention and protection were central to the objectives within this consultation and bill including the protection and support of victims.

To ensure that there was no gap in service provision and to allow sufficient time for any TUPE requirements, the tender documents would need to be advertised by 12 August 2019 for contract(s) beginning April 2020.

Whilst it was not proposed to redesign the services, an engagement process involving a wide range of stakeholders including; statutory partner agencies, service users, current service providers and Derbyshire residents would be undertaken to inform any specification developments. Soft market testing would also take place to assess the potential range of providers who may bid for this contract.

Following the period of engagement and market testing, service specification(s), together with 3 year contract(s) with an option to extend for a further period of up to two years would be drafted between April and July 2019. An Equality Impact Analysis would be completed on the proposed specification(s). Following completion of the procurement process a further report will be brought to Cabinet for approval of the preferred supplier(s).

RESOLVED to approve the re-commissioning of the Domestic Abuse Support Service in line with Protocol 1 of the Council's Financial Regulations, on the basis of a three year contract with potential to extend for a further two years from April 2020.

87/19 CONSULTATION ON PROPOSED ADDITIONAL SMOKEFREE PUBLIC SPACES ACROSS DERBYSHIRE (Health and Communities) Approval was sought to commence an eight week consultation by online survey on proposed additional smoke-free public spaces across Derbyshire.

The changes brought in by the Health and Social Care Act 2012 gave local authorities a new duty to take such steps as they considered appropriate for improving the health of the people in their areas. The Health Act 2006 made virtually all enclosed public places and workplaces in England smoke-free, and provided further opportunities to create additional smoke-free spaces in specific circumstances.

Smoke-free legislation, introduced in 2007, had made great strides in helping reduce the proportion of adult smokers in England from 19.9% in 2011 to 14.9% in 2017. However, smoking remained the single largest cause of preventable deaths: alongside Chronic Obstructive Pulmonary Disease, which included emphysema and chronic bronchitis, cigarette smoking caused most cases of lung cancer, was a factor in heart disease and was one of the largest causes of health inequalities in England.

The Health and Wellbeing Strategy for Derbyshire 2018 onwards included the priority to "enable people in Derbyshire to live healthy lives". One of the commitments towards achieving this priority directly related to tobacco control. Introducing additional smoke-free public spaces would have the following benefits;

- to reduce the uptake of smoking by children and young people by helping to make smoking less socially acceptable
- to reduce the risk of exposure to second-hand smoke, particularly for children
- to reduce smoking-related litter, which was non-biodegradable and toxic to children, wildlife and the environment
- to reduce fire risk

Hospital grounds were an example of where work had already been undertaken to create additional smoke-free spaces, including Chesterfield Royal Hospital's "Proud to be Smoke free" campaign. Another example was Derbyshire Healthcare Foundation Trust which had a smoke-free policy meaning that all staff, service users and visitors

were **not** allowed to smoke tobacco anywhere on their sites including wards, grounds, vehicles and during home visits.

The results of this consultation would inform future partnership working between the Authority and decision makers such as districts and boroughs, schools, leisure centres etc. The smoke-free spaces that were intended to be consulted on were:

- 1 Infant, junior and primary school gates
- 2 Children's play areas/play grounds
- 3 Children's sports clubs
- 4 Adults' sports clubs
- 5 Sports stadiums
- 6 Bus and taxi stands
- 7 Outside DCC, District and Borough council buildings
- 8 Leisure Centre entrances
- 9 Skate parks
- 10 Theme Parks (targeted at children's specific areas)

RESOLVED to approve the commencement of an eight week consultation on proposals to encourage additional smoke-free areas across Derbyshire.

88/19 HIGHWAYS AND TRANSPORT 2019-20 AND FIVE-YEAR CAPITAL PROGRAMMES (Highways, Transport and Infrastructure) Annually, the County Council received a number of separate (un-ringfenced) funds for highways and transport improvement/maintenance schemes in the form of a capital grant. The grant funding for 2019-20 was announced in November 2018 and approved by Cabinet on 24 January 2019, and comprised:

- Maintenance block £15.273 million
- Integrated transport block £3.644 million
- Incentive funding £3.181 million

On 4 April 2019, the County Council received confirmation of the 2019-20 Pothole Action Fund and Flood Resilience Fund of £1.015 million which Cabinet was being requested to approve. In November 2018, the Council received an additional (windfall) £8.414 million for repairing potholes, structures and other minor works. This additional funding was ring-fenced for spend during 2018-19 by Government.

The Band 3 status currently attained by the Council for highways asset management attracted a significant incentive payment; however, should the Council fall into Band 2 then the incentive would be halved - and actually reduced by 90% if categorised as Band 1. The need to ensure the Council's highways and transport assets were efficiently and effectively managed was therefore critical if Band 3 status was to be maintained and the financial benefits secured.

The application of asset management principles and a thorough understanding of the condition of the network had created the opportunity to prepare, for the first time, a five year plan for maintaining the County Council's roads, footways and structures. The schemes listed in Appendix 1 to the report represented a £100 million programme of investment over the next five years that prioritised maintenance works across the County to ensure that the network was in the best condition that resources allowed. It should be recognised that the plans for years 2 to 5 of the programme may be subject to alteration as a result of changing circumstances over time.

Elected members' suggestions for both maintenance and integrated transport schemes had been sought and assessed, and had been included in the five year programme where they met asset management principles and priorities.

In summary, the five year programme was a combination of proposals for surface dressing, resurfacing, reconstruction and alternations to highway structures based on assessment criteria of current condition and effectiveness of intervention along the 'defined resilient network'. Cabinet approval in principle was sought for this five year plan with the accompanying Capital Programme 2019-20 setting the detailed proposals for the first year.

The programme of individual schemes for each area of funding (maintenance block and integrated transport block) was normally agreed in the spring of the relevant financial year as part of the Service Plan for the Economy, Transport and Environment Department. Cabinet should note the work programme for the early months of the 2019-20 year would be significantly impacted with schemes carried over from the 2018-19 programme as a result of the additional (windfall) funding of the £8.144 million outlined earlier. However, given the Department's Service Plan for 2019-20 would follow approval of the Council Plan (due April 2019), it was recommended that a programme of planned works for 2019-20 was approved in advance to ensure timely delivery of maintenance and improvement schemes. This also supported effective cost management and reduced the risk of schemes having to be constructed in the winter months where the weather could cause disruption to construction. Furthermore, the County Council's Permit Scheme required early approval for any works on traffic-sensitive streets which could be required up to three months before the start of construction.

The Integrated Transport block supported the provision of new and improved highways and transport assets. Longer lead-in times for design and preparation were required for schemes with complex design solutions, or where lengthy processes for land assembly or other consents were required.

Given all of the above, in order to ensure the efficient delivery of the 2019-20 Capital Programme, it was recommended that Cabinet approved the programme set out in Appendix 2 to the report. Each of the proposed schemes had been assessed against the objectives of the Local Transport Plan and were in compliance with the

use of the County Council's asset management principles. All preparatory work would be carried out in-house or through the Authority's framework contracts.

It was important to note that in respect of the Integrated Transport Block (ITB), significant allocations were required from 2019-20 onwards as contributions to major projects. For example, £1 million was allocated from the ITB for the Woodville-Swadlincote Regeneration Route in 2019-20, supporting £6.4 million LGF from the D2N2 Local Enterprise Partnership (subject to business case completion); however, a further local contribution from developers would be required. Development work for the proposed Ashbourne Bypass, Clowne Branch Line and Derbyshire Highways Hub Advanced Real Time Information Project were also proposed to be funded from the ITB. Notably, the programme set out in Appendix 2 facilitated the Council's support to implementing 'infrastructure in advance' i.e. undertaking some schemes in advance of receiving developer contributions from Section 106 or Community Infrastructure Levy (CIL). Such monies would be receipted once development 'triggers' had been met (e.g. number of dwellings occupied) and would be used to replenish the ITB in future years.

For the above reasons, approval of the 2019-20 Highways and Transport Capital Programme was recommended in advance of the adoption of a revised Council Plan and Service Plan. It was recommended that Cabinet delegated to the Cabinet Member for Highways, Transport and Infrastructure the authorisation to approve any changes to the programme (within the tolerance of its existing budget) which were required in response to these Plans over the course of the year.

RESOLVED to (1) approve the receipt of the Pothole Action Fund and Flood Resilience Fund of £1.015 million;

(2) approve in principle the five-year programme set out in Appendix 1 to the report;

(3) approve the 2019-20 programme set out in Appendix 2 to the report; and

(4) delegate to the Cabinet Member Highways, Transport and Infrastructure the authorisation of any future required changes to the 2019-20 programme to reflect the revised Council Plan and Economy, Transport and Environment Department Service Plan.

89/19 EMPLOYMENT AND SKILLS STRATEGY 2019-2023 (Economic Development and Regeneration) Approval was sought for the draft Employment and Skills Strategy 2019, which was attached at Appendix 1 to the report.

This Employment and Skills Strategy was an important part of the Council's approach to delivering economic prosperity across the county. It sought to align workforce skills availability with the needs of local employers and ensure training provision met the demands of a modern economy. The Strategy was focused not only on Derbyshire residents, but on the Council's own workforce. It supported the Council

Plan priorities for creating a strong and diverse economy which made the most of Derbyshire's rich assets. It also set out opportunities for unlocking economic growth and ensuring meaningful employment for local people, investing in training and skills development.

The Council's Employment and Skills Strategy had both an internal and external focus, encompassing all aspects of the employment and skills system. The internal element was focused on supporting and enabling the Council's own staff to upskill and retrain (for example through active implementation of the Apprenticeship Levy) to ensure the workforce was equipped to deliver our 'Enterprising Council' ambition.

The Strategy also reflected the Council's position as a lead employer in Derbyshire, as well as its position as a key influencer in the Derbyshire economy. Therefore, the scope of this element of the Strategy was one of strong stewardship, facilitation and coordination. The Strategy had been designed by the cross-divisional working group that supported the Employment and Skills Board and had received direct input from the Corporate Management Team (CMT) and the Council's Employment and Skills Board (ESB).

The Strategy was considered and agreed at the ESB in December 2018. It had been fully recognised that a detailed, costed action plan was required to ensure timely progress and this was currently being finalised. Appendix 2 of the report provided the draft action plan framework and reporting template which would be used to monitor progress and achievements. The action plan, once completed, would be subject of a further report to the ESB and Cabinet members, as required.

Effective communication of the key messages and securing commitment from key stakeholders would be essential to successful implementation of the strategy. To ensure wider buy-in of this Strategy, engagement with key partners such as Derby and Chesterfield Colleges, Job Centre Plus and local employers was taking place through existing networks, such as Derbyshire Economic Partnership and the D2 (Derby and Derbyshire) Economic Development Group. An active engagement plan for Council workforce was being developed with the support of the Corporate Communications Team. It was proposed the Strategy and action plan was monitored through the ESB and would be subject to refresh every two years, with an annual review to take place at the Board.

RESOLVED that Cabinet (1) approve the Employment and Skills Strategy 2019-2023, as set out in Appendix 1 to the report; and

(2) agrees that monitoring of the implementation of identified priorities and actions takes place through the Employment and Skills Board.

90/19 CORPORATE ENVIRONMENT POLICY, STRATEGY AND ACTION PLAN (Economic Development and Regeneration) The Corporate Environment Policy set out the Council's commitment to putting the principles of environmental sustainability into action in everything the Authority does, so that actions meet the

needs of today without compromising the ability of future generations to meet their own needs. The original Policy was adopted by Cabinet in November 2004 and was last reviewed in 2014.

The revised Policy, which was attached at Appendix A to the report for consideration, had been reviewed and updated to include recent changes to legislation, national policy and environmental standards. The key areas addressed in the revised Policy were as follows:

- Reducing greenhouse gas emissions
- Using water efficiently in the Council's buildings and operations
- Reducing waste produced by the Council and increasing recycling
- Minimising pollution and the release of pollutants which may cause damage to health or the environment
- Protecting, conserving and enhancing the natural and built environment
- Ensuring all staff have the knowledge, skills and understanding to implement the Corporate Environment Policy
- Ensuring the Council's purchasing power is used positively.

The revised Policy set out the Council's environmental commitments. The detail on how commitments would be achieved was set out in the accompanying Strategy and Action Plan which was attached at Appendix B to the report for consideration and approval.

RESOLVED to (1) approve the revised Corporate Environment Policy, Strategy and Action Plan; and

(2) receive updates on the implementation of the Policy, Strategy and Action Plan on an annual basis.

91/19 PAUSE PROGRAMME – A NEW INTERVENTION OFFER FOR WOMEN IDENTIFIED AS EXPERIENCING, OR BEING AT RISK OF, A CYCLE OF RECURRENT CARE PROCEEDINGS (Young People) The Strategic Director Children's Services sought approval to undertake a procurement exercise for the provision of an innovative programme to reduce the number of children needing to enter the care system, namely the Pause programme.

Research published in 2014 (Broadhurst et al) which looked at care applications nationally over a 7-year period, highlighted that 29% were linked to women who had already had at least one child removed into care - representing a significant scale and pattern of recurrent care proceedings.

Research also showed that whilst the numbers of women affected by recurrent care proceedings in any one local authority area may be small, the children they give birth to are numerous. A 2013 feasibility study in the London Borough of Hackney revealed that 205 children had been removed into care from 49 women – an average

of 4 children per woman. The highest number of children removed from any one mother was 11.

Analysis of local data in 2018 indicated that Derbyshire was in line with this research. Over the previous 5 years, 80 women have had 262 children under the age of five taken into care. The highest number of children removed from any one mother was 8. In common with many other local authorities, Derbyshire was experiencing significant and ongoing budget pressure through the levels of expenditure associated with children in care.

The average expenditure for each child removed into care at birth was £56,053 in Derbyshire. This included the fostering placement costs and adoption costs but did not include longer-term financial costs, including placement breakdown and the wider costs to society.

There were currently 21 Pause practices working across 27 local authorities in the UK. A recent Department for Education Evaluation of Pause (July 2017) determined that “Pause has had a significant, positive impact on the lives of a large proportion of women who engaged with the programme, and was highly likely to result in substantial cost savings over time, there was good reason to continue, and expand, provision of the service”.

Pause aimed to prevent the damaging consequences of thousands more children being taken into care each year, by working with women who had experienced, or were at risk of, repeated pregnancies that resulted in children needing to be removed from their care. It sought to give women the chance to pause and take control over their lives, breaking a destructive cycle that caused both them and their children deep trauma, as well as costing the taxpayer hundreds of millions of pounds.

It offered an intense programme of emotional, psychological, practical and behavioural support. Highly skilled Practitioners worked with small caseloads of 6-8 women, to promote and sustain change. Each woman had an individual programme designed around their needs looking at the various elements of their system. As a requirement of beginning this voluntary programme, women agreed to take an effective, long-acting, reversible form of contraception for their time on Pause, under the careful monitoring of sexual health services. This allowed them the opportunity to reflect and focus on their own needs, often for the first time in their lives.

The Pause Programme was a cost-avoidance model and the service would support up to 48 women over a 4-year period. This would result in a reduction in care proceedings estimated to result in cost avoidance of £1.424m from which the Council’s contribution to outcome payments would be met.

RESOLVED to approve the proposal to undertake a procurement exercise for the provision of a Pause Programme in Derbyshire, as outlined in the report.

92/19 CHILDREN'S SERVICES CAPITAL PROGRAMME 2018-19 – S106

PROJECT ALLOCATIONS (Young People) The Strategic Director Children's Services informed Cabinet of the receipt and availability of recent Section 106 developer contributions and sought approval for the allocation of those contributions to projects in line with the individual Section 106 agreements.

Appendix A to the report detailed a developer contribution of £107,850 that had been received and would be used towards a hall extension, provision of a new external store and internal remodelling.

A S106 contribution of £45,596 was approved by Cabinet on 21 February 2017 to deliver a scheme to provide a new entrance and cloakroom area at the rear end of the school, however this scheme did not proceed due to it being deemed not financially viable for the additional accommodation it would have provided. Therefore, the total budget available was £153,446. The total project cost for this revised scheme was £150,000, this was subject to testing the school's existing electrical infrastructure, which was currently underway. If it was found to be insufficient this would be subject to an additional £200,000 and a further Cabinet report.

RESOLVED to (1) note the receipt/availability of S106 funding and approve the following allocations:

- The Duke of Norfolk CE Primary School: £107,850
- Reallocation of funding previously approved towards an alternative scheme at the Duke of Norfolk CE Primary School: £45,596; and

(2) approve that, where appropriate, procurement exercises be undertaken to commission services and undertake works associated with the schemes.

93/19 CHILDREN'S SERVICES CAPITAL PROGRAMME 2018-19 – A

FURTHER ALLOCATION (Young People) The Strategic Director Children's Services reported on allocations approved under delegated powers and sought approval for further funding allocations to the Children's Services Capital Programme 2018-19. Cabinet were also asked to note Section 106 payments received from housing developer contributions as refunds to the Capital budget and DFC school contributions transferred to the Capital budget.

On 20 December 2018, Cabinet approved further allocations to the Children's Services Capital Programme which left an unallocated balance of £2,463,233.

Section 106 Developer Contributions that had funded the expansion schemes at the following schools, had been received and were available to repay the Children's Services Capital Programme 2016-17:-

- Charlotte Nursery and Infant School	11,399
- Stenson Fields Primary School	225,834
- Ashbourne Hilltop Primary School	59,246

- Weston-on-Trent Primary School	43,731
- Stanton Primary School	41,448
- Total	381,658

DFC contributions totalling £129,257 from the 2018-2019 programme of works had been received from schools towards approved basic need and school condition schemes, increasing the unallocated balance to £2,914,148.

On 16 November 2017, Cabinet approved £117,200 for a small modular building to provide a group room at Brockwell Junior School using a S106 contribution. The funding proved to be insufficient and a revised scheme had been developed that created a new accessible entrance and thereby released a room that could be used as a group room. The cost of the project was £250,000. Using the S106 contributions a further contribution of £132,800 would be required from the 2018-2019 basic need budget. The S106 agreement was dated in 2014 and therefore the funding would be lost if it was not committed in 2019. The unallocated balance would therefore be £2,781,348.

In response to the housing growth in the area of Etwall Primary School, a project to add two classrooms to the school had been costed at £600,000. The allocation of a total of £421,989 S106 funding had already been approved by Cabinet and the following S106 funding was available for allocation to the project:

Housing Development	S106 contribution
Land at SK27313037, Willington Road	£8098
Willington Road	£22,798
New House Farm	£194,796
Total	£225,692

There was therefore a total of £647,681 of S106 funding available for the project which was sufficient to cover the cost of the project.

On 21 March 2019, Cabinet had approved £969,878 basic need funding to support the expansion of Chellaston Academy in advance of further S106 funding being received. The balance after that allocation was therefore £1,811,470.

RESOLVED to (1) note the allocations approved under delegated powers by the Strategic Director Children's Services and the Children's Services Head of Development;

(2) note the Section 106 payments received as refunds to the Capital Programme;

(3) note DFC contributions received from schools towards basic need and condition schemes from schools; and

(4) approve the allocation of £225,692 S106 funding to the project at Etwall Primary School and approve the classroom project.

94/19 **EXCLUSION OF THE PUBLIC FROM THE MEETING RESOLVED** that the public be excluded 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 Minority Group Leaders' Questions (if any).
2. To confirm the Exempt Minutes of the meeting of Cabinet held on 21 March 2019.
3. To receive the Exempt Minutes of Cabinet Member meetings as follows:-
 - (a) Young People – 5 March 2019
4. To consider exempt reports as follows:-
 - (a) Derbyshire County Council, Nottinghamshire County Council, Derby and Nottingham City – Contract for Barrister's Services – Director of Legal Services (contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))
 - (b) Procurement of Transport Smart Card Production and Fulfilment Services and Changes to B_Line Card Administration – Strategic Director Economy, Transport and Environment (contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))