



ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE

MINUTES OF THE MULTI-LOCATIONAL MEETING HELD IN PENALLTA HOUSE AND VIA MICROSOFT TEAMS ON TUESDAY, 28TH JUNE 2022 AT 5.30 P.M.

PRESENT:

Councillor D.T. Davies (Chair)
Councillor A. Hussey (Vice-Chair)

Councillors:

M.A. Adams, R. Chapman, C.J. Cuss, N. Dix, C. Elsbury, M. Evans, A. Gair, S. Kent, D.W.R. Preece, H. Pritchard, J.E. Roberts, S. Williams, C. Wright

Cabinet Members:

Councillors C. Morgan (Waste, Leisure and Green Spaces), J. Pritchard (Prosperity, Regeneration and Climate Change)

Together with:

M.S. Williams (Corporate Director for Economy and Environment), J. Morgan (Trading Standards, Licensing and Registrars Manager) C. Edwards (Environmental Health Manager), R. Lloyd (Principal Waste Management Officer), G. Mumford (Team Leader - Senior Environmental Health Officer), C. Forbes-Thompson (Scrutiny Manager), R. Barrett (Committee Services Officer), J. Lloyd (Committee Services Officer)

RECORDING, FILMING AND VOTING ARRANGEMENTS

The Chair reminded those present that the meeting was being live-streamed and recorded and would be made available following the meeting via the Council's website – [Click Here to View](#) Members were advised that voting on decisions would be taken via Microsoft Forms.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor A. Leonard, together with R. Hartshorn (Head of Public Protection, Community & Leisure Services)

2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the commencement or during the course of the meeting.

3. MINUTES – 22ND MARCH 2022

It was moved and seconded that the minutes of the meeting held on 22nd March 2022 be approved as a correct record and by way of Microsoft Forms (and in noting there were 8 for, 0 against and 2 abstentions) this was agreed by the majority present.

RESOLVED that the minutes of the Environment and Sustainability Scrutiny Committee held on 22nd March 2022 (minute nos. 1 – 7) be approved as a correct record.

4. CALL-IN PROCEDURE

There had been no matters referred to the Scrutiny Committee in accordance with the call-in procedure.

5. ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

C. Forbes-Thompson (Scrutiny Manager) presented the report, which outlined details of the Environment and Sustainability Scrutiny Committee Forward Work Programme (FWP) for the period June 2022 to March 2023.

Members were asked to consider the FWP alongside the Cabinet work programme and suggest any changes prior to publication on the Council's website. The Scrutiny Committee noted the details of reports scheduled for the forthcoming meetings and also noted the meeting of the Joint Scrutiny Committee on 28th July 2022 (in conjunction with Housing and Regeneration Scrutiny Members) to consider the outcome of a report from the Car Park Task and Finish Group.

The Scrutiny Committee were advised that a Member's request had been received for a report (Review of Local Toilet Strategy) and approval was sought to add this to the Forward Work Programme for the meeting scheduled on 23rd March 2023.

It was moved and seconded that subject to the inclusion of the aforementioned report, the report recommendation be approved. By way of Microsoft Forms (and in noting there were 14 for, 0 against and 0 abstentions) this was unanimously agreed.

RESOLVED that subject to the inclusion of a report for 23rd March 2023 (Review of Local Toilet Strategy), the Forward Work Programme as appended to the meeting papers be published on the Council's website

6. CABINET REPORTS

It was confirmed that there had been no requests for any of the Cabinet reports listed on the agenda to be brought forward for discussion at the meeting.

7. TO RECEIVE A NOTICE OF MOTION - ADOPT SECTION 99 OF THE ENVIRONMENTAL PROTECTION ACT 1990

Councillor N. Dix presented his Notice of Motion, which asked Council to adopt Section 99 of the Environmental Protection Act 1990 to give Council greater powers to deal with supermarket trolleys being left on the streets, polluting the rivers and green spaces. The

Notice of Motion also asked Council to note that the current arrangement is failing, trolleys are not being collected, the current system is not monitored, and no one has overall responsibility to ensure that trolleys are collected, which needs to be addressed to protect the local environment.

Councillor Dix explained he had brought this Notice of Motion due to the significant increase in supermarket trolleys being abandoned along the Blackwood-Pontllanfraith stretch of the Sirhowy River, with a number of trolleys having lain there for several years. Councillor Dix referred to the photographs attached to his Notice of Motion showing examples of abandoned trolleys in the river and surrounding embankments. He explained that these abandoned trolleys accumulate debris on their journey down the river, and consequently cause blockages in the water and disturbance to the watercourses and banking, which would cost many thousands of pounds to remediate. Councillor Dix was of the view that adopting the Section 99 policy would give the Council the powers to ensure that supermarkets take their duty seriously and retrieve trolleys in a timely manner and he asked the Scrutiny Committee to support his Notice of Motion.

Officers were invited to respond to the Notice of Motion and they provided an overview of the current processes in place to tackle the issue of abandoned trolleys and the Council's proposals to address the issue moving forward. Members were also referred to a briefing note containing further information from Officers that had been circulated to the Scrutiny Committee in advance of the meeting.

Rhodri Lloyd (Principal Waste Management Officer) explained that by way of context, the issue of abandoned trolleys has not ranked highly in terms of service requests and that recovery rates for local supermarkets have proven effective, with over 98% of trolleys being retrieved. Many local supermarkets are signed up to a retrieval scheme called TrolleyWise, although one major retailer in Blackwood has not signed up to this, which might explain the relatively high number of trolleys that have migrated outside the curtilage of the supermarkets. Mr Lloyd added that during the Covid-19 pandemic, community cleansing and collaborative clean-up work was suspended, which was possibly reflected in the high number of abandoned trolleys in the vicinity of Asda Blackwood.

Mr Lloyd outlined solutions which could improve this situation without the need to utilise Section 99. The Council have been liaising with local organisations to improve and refine the recovery rates of the small amount of trolleys that have ended up in watercourses. He explained that it is not recommended for Caerphilly Council to go down the enforcement routes utilised by other councils (such as Cardiff) in view of the significant costs attached, but to utilise other more conducive measures, such as working with the TrolleyWise scheme, undertake collaborative clean-ups to retrieve abandoned trolleys in and around the Blackwood area and other identified hotspots. launch a website page where the public can report abandoned trolleys, and engage with relevant organisations such as Keep Wales Tidy and Groundwork Wales. The Council have also been liaising with Natural Resources Wales to address issues around any watercourses which have been affected by abandoned trolleys.

Ceri Edwards (Environmental Health Manager) then provided a detailed overview of the legislation associated with Section 99 of the Environmental Protection Act, together with the work that the Council has undertaken with local supermarkets to address this issue. It was noted that Schedule 4 of the Environmental Protection Act 1990 (EPA), if formally adopted by a local authority, enables that authority to take enforcement action against the owners of trolleys and to resolve problems associated with abandoned trolleys. Members were advised of the seizure and removal process under Schedule 4 for abandoned trolleys on public and occupied land, the notice period for sale and disposal and the mechanisms for advising the owner of the trolley (if known) of the disposal or reclamation process. Additionally, the Clean Neighbourhoods and Environment Act 2005 (CNEA) further

amended the EPA so as to additionally enable local authorities to recover their costs irrespective of whether or not the owner wants their trolley be returned.

In terms of enforcement, Members were advised that since 1st January 2021, Caerphilly Council has received 12 public complaints of fly-tipped trolleys across the county borough. Although it is feasible to use existing fly tipping legislation to take enforcement action against those who abandon the trolleys, due to a lack of evidence linking the fly-tipping to the perpetrator, the Council have been unable to take forward any enforcement action to date for the fly-tipping of shopping trolleys. Environmental Health have worked with local stores in the Blackwood area to ensure mitigation is in place to minimise trolleys being taken from the land, but there is only so much that stores can be reasonably expected to do. ASDA Blackwood have invested a significant sum of money in a wheel-locking system to stop customers using the trolleys past the carpark boundary, and have employed the Collex trolley management service to collect any trolleys belonging to ASDA if they are reported to the store as abandoned or fly tipped.

Miss Edwards explained that the majority of local authorities in the UK that have adopted the Section 99 scheme are large towns, city authorities or those in the boroughs of London, with large retail areas and supermarkets. The main costs of the process relate to collection, storage and return, with further costs incurred by staff carrying out the legal searches and paperwork, and as the legislation suggests, cost recovery is a major driver in this new process.

The majority of local authorities contacted by Caerphilly (including Newport and Torfaen), use TrolleyWise, a not for profit organisation that provide a range of services to return abandoned trolleys to local supermarkets and patrol trolley hotspots in local communities. The Scrutiny Committee were provided with a detailed overview of the TrolleyWise scheme and were advised that at this stage, this scheme would be the most suitable and cost effective way to resolve problems with abandoned trolleys in the area. The public would be able to directly contact TrolleyWise to report an abandoned trolley who will collect and return it to the store, and Caerphilly Council can assist with this by placing links to TrolleyWise and the app on the Council website.

Miss Edwards outlined a series of activities proposed as an alternative to adopting Section 99 of the Environmental Protection Act. These included:

- Specific website pages advising on how to deal with trolleys in the wrong place;
- Visits by LA officers to retail premises as and when issues are raised /identified and request assistance to remove any offending units;
- Utilisation of the TrolleyWise scheme to recover units;
- Developing a link with Symonds Hydroclean (recondition specialists based in Abercarn);
- Purchase of specialist equipment to facilitate a programme of collaborative clean ups/retrieval exercises specifically targeting hot spot aquatic and embankment locations;
- Maintaining the working relationship with NRW and involving them in certain situations i.e. flood risks;
- An awareness raising exercise on the subject to all relevant departments and other partnering organisations.

In conclusion, Miss Edwards explained that adopting Section 99 would require a specific administrative, legal, monitoring and financial service, together with a storage compound and additional staff to administer and coordinate the scheme, which would entail considerable financial implications with no gain. It was the view of Officers that implementing the alternative proposals as outlined to the Scrutiny Committee would meet the needs and aspirations of residents, stakeholder groups and elected representatives.

The Scrutiny Committee discussed the Notice of Motion and the recommended measures put forward by Officers. Clarification was sought on the £100k cost that had been cited to implement and enforce Section 99, and Officers confirmed that this included the cost of an Officer plus the cost of a storage facility, although it should be noted that this was merely a suggested cost because there is insufficient room at Tiryberth Deport for a facility of this size if the full range of Section 99 enforcement activities were to be enforced, and therefore an alternative location would have to be sourced.

Clarification was sought on responsibility in terms of river courses and embankments. Officers explained that although Natural Resources Wales have responsibilities in terms of managing flooding risks, it is the responsibility of the relevant landowner(s) to maintain the particular stretch of water course on their side of the land

An enquiry was received on expected timescales if the measures recommended by Officers were to be implemented. Officers confirmed that some of these measures could be implemented straightway, and dates for the community clean-ups are currently being planned.

A Member of the Scrutiny Committee explained that he had downloaded the TrolleyWise app and suggested that it might be good practice for other Councillors to also download the app so that any instances of abandoned trolleys can be reported and acted upon promptly

A Member suggested that the adoption of Section 99 itself would not incur cost implications, and that it would be merely the enforcement aspect that would generate costs, and asked whether it would be more conducive for the Council to adopt Section 99 even if it is not utilised. Mark S. Williams (Corporate Director – Economy and Environment) explained that there are costs and bureaucracy associated with the adoption of any legislation and that other authorities have proven that alternative measures as outlined to the Scrutiny Committee are far more effective.

A Member referred to the list of proposals suggested by Officers and asked which of these measures would have cost implications, and also sought clarification on whether Section 4 of the Environmental Protection Act had been adopted by the Council. Officers confirmed that the Council had not as yet resolved to adopt Section 4 of the EPA and that the measures proposed by Officers are relatively cost free.

The Scrutiny Committee were also advised that the adoption of Section 99 could substantially impact upon and reduce the volunteer work that goes on within local communities and that the adoption of Section 99 would increase costs and outweigh any benefits to the Authority as a whole.

Following discussion on the Notice of Motion, an alternative motion was moved and seconded, which proposed the operational enhancement of current practices (in accordance with the update and series of activities detailed by Officers at the meeting) in order to tackle the issue of abandoned trolleys across the county borough, and that an update report be provided to the Scrutiny Committee in 12 months' time on the progress being made under the new initiatives. By way of Microsoft Forms and verbal confirmation (and in noting there were 14 for, 0 against and 0 abstentions) this was unanimously agreed.

As a result of the above proposal, Councillor Dix formally withdrew his Notice of Motion proposing that Council adopt Section 99 of the Environmental Protection Act 1990.

It was therefore RESOLVED that:-

- (i) In accordance with the update and series of activities detailed by Officers at the meeting, current operational practices across the Council be enhanced in order to tackle the issue of abandoned trolleys across the county borough;
- (ii) An update report be provided to the Scrutiny Committee in 12 months' time on the progress being made under the new initiatives.

REPORTS OF OFFICERS

Consideration was given to the following reports.

8. MARRIAGE AND CIVIL PARTNERSHIP FEES - REGISTRATION SERVICE

Jacqui Morgan (Trading Standards, Licensing and Registrars Manager) presented the report, which sought the views of the Scrutiny Committee prior to a further report to Cabinet in relation to proposed increases to the fees charged for the administering of wedding and civil partnership ceremonies by the Registration Service.

Marriage and Civil Partnership fees are set nationally at £46 where a "commissioned" ceremony room is used, and every local authority has to offer a ceremony in a statutory room at this fee. However, this national fee does not cover the costs of the statutory attendance levels of Registration Officers, and many Registration Services, including Caerphilly, also offer ceremonies in de-commissioned rooms where the chargeable fees are discretionary. Additionally, where marriage and civil partnerships are conducted at approved premises across the county borough, the chargeable fee is again discretionary.

The Scrutiny Committee were advised that ceremony fees are set on a cost recovery basis and have not increased since 2019, and a recent review has indicated the need to increase these in order to cover the cost of providing the service. Members were referred to Section 5.2 of the report which detailed the current and proposed fees, with increases ranging from 3.2% to 6.6%. Members also noted Section 5.5 of the report which summarised the highest and lowest fees charged across Wales and those proposed for CCBC. It was explained that the proposed fees are reasonable and will remain amongst the lower level of fees charges across Wales. The increases range from £7 to £25 and any delay in implementing an increase now will lead to higher increases in future years. The report also proposed that in future, ceremony fees are routinely reviewed every 2 years, or sooner should there be a significant change in circumstances, to ensure that a reasonable level of costs are recovered.

Members discussed the report and asked why the fees were to be reviewed every two years rather than every year, particularly in view of rising costs. The Scrutiny Committee were advised that the fees are set on a cost recovery basis, and cover costs such as salaries and electricity. It was felt that a 2 year review would be a reasonable approach, however if Members felt that it should be done annually this could be taken into account. Members were informed that there is also an annual increase built into the budget report which takes into account inflation levels.

Following consideration of the report, and having provided their views on its contents, it was moved and seconded that the following recommendations be supported by the Scrutiny Committee and forwarded to Cabinet for approval. By way of Microsoft Forms (and in noting there were 14 for, 0 against and 0 abstentions) this was unanimously agreed.

RECOMMENDED to Cabinet that the proposed increase in ceremony fees and the proposal for ceremony fees to be reviewed routinely every 2 years, be approved.

9. PUBLIC PROTECTION ENFORCEMENT, CONSUMER ADVICE, AND COVID-19 RESPONSE 2021/22

Jacqui Morgan (Trading Standards, Licensing and Registrars Manager) and Ceri Edwards ((Environmental Health Manager) presented the report, which asked the Scrutiny Committee to consider the review of Public Protection enforcement and other activities during 2021-22, including those associated with the pandemic, CCTV provision, and to note the activity in relation to Consumer Advice.

Mrs Morgan provided a detailed overview of Public Protection enforcement activity across the Authority, including CCTV Activities, Regulation of Investigatory Powers Act 2000 (RIPA) Authorisations, Underage Sales, Illegal Tobacco Activities and Consumer Advice. Further details of these activities were set out in the report, and a comparison of enforcement activity numbers between 2019 and 2022 was also appended to the report.

It was noted that Public Protection did not obtain any RIPA Authorisations during 2021-22, mainly due to reduced activities due to Covid-19 impacts, and no test purchase operations were possible due to Covid-19 and the obvious concerns for the safety of the public, officers and volunteers. However, 48 complaints were received in relation to allegations of underage sales of alcohol, tobacco and vaping products, and all premises that were the subject of a complaint received a visit from Trading Standards and in some cases jointly with Gwent Police. A joint exercise was also carried out to premises which sold knives to make them aware of the requirements to comply with legislation. The Authority is currently seeking new volunteers for underage test purchases to replace its current bank of volunteers. Members were reminded that if they have any concerns regarding underage sales, then to contact Mrs Morgan with details of the premises so this can be acted upon as soon as the new team of volunteers has been recruited.

In terms of illegal tobacco sales, this is an increasing problem in both CCBC and throughout the UK. Throughout 2021/2022, Trading Standards have continued to take action against known sellers, with one business awaiting prosecution, and four more awaiting a court date. Members were also updated on Consumer Advice and intervention and the top 10 main complaint categories during 2021-22, with it noted that there has been a significant increase in home improvement complaints linked to rogue traders, as well as an increase in illegal dog breeders. The total value of all goods and services dealt with by the Council's advice service for the financial year was £3,527,016 and the total value of all goods and services where Caerphilly consumers sought advice either directly from the service or through Citizens Advice Consumer Service was £20,037,991.

In response to a query on CCTV monitoring processes, Mrs Morgan confirmed that the CCTV team monitor over 170 cameras across the borough and will reactively respond to detected incidents by contacting the police or community safety wardens in that area as needed, and operators will also respond to police requests for assistance if the police need to view a situation in a certain area or need to obtain the footage for evidence. A Member also queried the use of covert cameras in fly-tipping incidents and Mrs Morgan outlined the application process under RIPA and the processes used in fly-tipping surveillance. Miss Edwards added that the Authority are also testing the use of trail cameras in remote locations such as country lanes identified as fly-tipping hot spots.

A Member sought clarification on the Council's stance in terms of drugs paraphernalia being openly sold in shops. Mrs Morgan confirmed that this is not under the remit of Trading Standards and that the Council have no powers to deal with the sale of such equipment, although the supply of drugs themselves would be a matter for the police. However, she confirmed that she would double-check to confirm the position following the meeting and reply to Members in due course.

Reference was made to nationwide reports of the majority of car washes using illegal workers, and clarification was sought on the Council's approach to protecting people from human trafficking and slave labour. Mrs Morgan confirmed that this is not under the remit of Trading Standards but if any such instances of modern slavery or other matters of concerns are suspected when the Council are inspecting a premises in relation to pricing structures, then this information would be reported to the relevant authorities.

Miss Edwards then provided a detailed overview of the Covid 19 response, advice and enforcement activities undertaken by the Authority. She explained that many of these duties have not been carried out in recent times due to the impact of Covid-19 and the report sought to address the balance and explain what is being done moving forward.

It was noted that throughout the last two years, Public Protection Officers responded to the ever changing legislation and restrictions aimed at reducing the spread of the coronavirus, with Environmental Health Officers and Community Safety Officers diverted from "normal" Public Protection work to meet the demands of the Covid response. The Teams have been helping to keep Caerphilly safe by investigating and managing individual cases and clusters of Covid 19 cases, providing regular Infection Prevention and Control advice to Care Homes, schools, and other educational settings, along with all types of businesses and employers including large factories in order to keep essential services running, and the EHOs worked in collaboration with the Test Trace and Protect (TTP) Team. Importantly, Public Protection played an invaluable role in the "Team Caerphilly" collaborative approach in responding to the pandemic.

Considerable input was provided to the safe operation of school hubs provided for children of various key workers during the lockdowns and EHOs provided advice to collective services that have tackled food insecurity throughout the pandemic, via the operation of food banks and delivery of food, medicines, and care packages to vulnerable residents, and the delivery of free school meals. The service put in place comprehensive support and advice arrangements for schools, to minimise the risk of education disruption, and advice to businesses and the public has been provided throughout to protect the health safety and welfare of all involved. Enviro-crime Enforcement Officers assisted with visits to Covid-19 positive individuals that were not responding to attempted contacts from the TTP team, with the visits being primarily to check on their welfare and to ensure they were isolating as required. Such visits were also conducted to returning travellers from abroad to check on isolation requirements and to reduce the risk of introducing a new variant to the UK.

Throughout this time, a Multi-Disciplinary Team met weekly to review, advise and manage the incidents in care settings and to organise additional testing as required. This work was reported to the Caerphilly CBC Incident Management Team (IMT), and Cluster Management meetings have also been held which focus on the management, control and testing of specific clusters of cases and which also report to the CCBC IMT.

As a consequence of the above commitments, much of the enforcement of coronavirus legislation associated with commercial premises and licensed premises has fallen to the Trading Standards and Licensing Teams. The Environmental Health teams have been responsible for dealing with close contact services and have delivered enforcement action (as a follow up to advisory visits) as necessary to businesses which have been non-compliant. The service has continued to support businesses with advice in complex circumstances arising from the numerous variations to the regulations since the start of the pandemic. Additionally, a comprehensive, high profile advice and enforcement response has been delivered to encourage compliance and to address those who choose not to comply in order to keep Caerphilly safe.

Enforcement officers across Public Protection dealt with over 900 complaints about compliance with the Regulations, and proactively monitored premises on a regular basis,

carrying out almost 6000 visits and proactively advising over 2000 businesses. Several close contact services posed particular challenges, along with the hospitality sector during various relaxations, with officers working evenings/weekends in order to advise and monitor compliance. Sadly, several members of staff were verbally abused and threatened with violence whilst carrying out their duties. Additional resources were provided from November 2020, with the appointment of Covid 19 Enforcement officers and the ability to bring in dedicated police support as required.

Throughout the pandemic, there has been an escalation in groups of youths causing anti-social and not adhering to the Covid regulations. As a result, the Community Safety Wardens (CSWs) have continued to conduct joint patrols with Gwent Police and partners to manage anti-social behaviour in communities with 378 people referred into the Safer Caerphilly Anti-Social Behaviour 4-Strike Process for committing acts of ASB.

Members were referred to Appendix 1 of the report which detailed the number of Improvement, Closure, Prohibition and Fixed Penalty Notices issued during the year. Enviro-crime Enforcement is another area that has been impacted during the pandemic and the Council is aware that this remains a priority for local communities, with the results of the "Caerphilly Conversation" survey published in 2021 reflecting lower levels of satisfaction with street and environmental cleansing and with respondents identifying littering, dog fouling, and fly tipping as factors.

Since the recent relaxation of restrictions, officers have begun the process of transitioning back to core work. However, they face an enormous backlog of work, particularly associated with food safety and standards inspections. Additionally, it is noted that several recent inspections and interventions have taken longer than normal, as the operating standards in some premises have unfortunately declined throughout the pandemic.

The Scrutiny Committee were also advised that Covid-19 cases are currently increasing again at a national level and across Caerphilly County Borough. The Council have maintained a small TTP team designed to cope with Covid surges and this will be kept under review. Public Protection are also linking in with the Gwent IMT and Welsh Government so that the position can be monitored, and Welsh Government will review the situation as time goes on. In recognition of the pressures and demands across the Public Protection service, the Council approved budgetary growth for 15 additional posts in 2022-23 including Environmental Health officers, Enforcement Officers, Fair Trading Officers and Community Safety Wardens, and Miss Edwards expressed her thanks to Council and all Members for agreeing to this request and providing these much-needed additional resources which are greatly appreciated at this time.

The Scrutiny Committee thanked Miss Edwards for the in-depth overview and a query was received regarding the Council's health and safety obligations around hospital discharges of care home residents during the pandemic. It was acknowledged that the matter is now the subject of an ongoing Parliamentary public enquiry across the UK, but in terms of Caerphilly's position, the Council followed all official advice and measures that were put in place to maintain the safety of those patients and care home residents. It was emphasised that Public Protection staff met on an almost daily basis (and sometimes several times a day) when issues were emerging in relation to care homes, and worked with Social Services and other colleagues within Public Health Wales and ABUHB to ensure that the safest practices were adhered to at all possible times, which was an evolving situation and changed on numerous occasions during the pandemic.

The Scrutiny Committee requested that their thanks be conveyed to the Public Protection Team for their dedicated and continued efforts during the pandemic, and that the appreciation of Members to all relevant staff be placed on record.

Having considered the report and the review of Public Protection Enforcement and other activities, including those associated with the pandemic and CCTV provision, the Scrutiny Committee noted its contents, including the activity in relation to Consumer Advice.

The meeting closed at 6.54 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 6th October 2022, they were signed by the Chair.

CHAIR