



Public Document Pack

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24 June 2019

Environment & Leisure Working Group

A meeting of the Environment & Leisure Working Group will be held in Committee Room 1 (Pink Room) Arun Civic Centre on the Thursday 4 July 2019 **at 6.00 pm** and you are requested to attend.

Members: Councillors Mrs Staniforth (Chairman), Brooks (Vice-Chair), Mrs Catterson, Dixon, Huntley, Jones, Ms Thurston, Mrs Worne, Gunner, Chapman, Clayden and Kelly

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officer should make their declaration by stating:

- a) the application they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial
- c) the nature of the interest
- d) if it is a prejudicial or pecuniary interest, whether they will be exercising their right to speak to the application

3. MINUTES (Pages 1 - 6)
To approve as a correct record the Minutes of the meeting of the Environment & Leisure Working Group held on 22 January 2019.
4. ITEMS NOT ON THE AGENDA THAT THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES
5. START TIMES
To agree the start times of meetings for the remainder of 2019/20.
6. LITTLEHAMPTON WAVE UPDATE (Pages 7 - 10)
This report provides an update on the current progress of the Leisure Centre project.
7. CAR PARKS UPDATE (Pages 11 - 16)
This report provides an overview of Arun District Councils public off street car parks and future proposed developments related to those car parks. It provides an update on the information previously reported to this Working Group in January 2019.
8. WORK PROGRAMME 2019 - 2020 (Pages 17 - 18)
To review and agree the work programme for 2019 – 2020.

Note : *Indicates report is attached for all Members of the Council only and the press (excluding exempt items). Copies of reports can be obtained on request from the Committee Manager).

Note : Members are reminded that if they have any detailed questions would they please inform the Chairman and/or relevant Director in advance of the meeting.

Agenda Item 3

Subject to approval at the next Environment & Leisure Working Group meeting

1

ENVIRONMENT & LEISURE WORKING GROUP

22 January 2019 at 6.00 pm

Present: Councillors Hitchins (Chairman), Warren (Vice-Chair), Ambler, Bicknell, Brooks, Cates, Mrs Daniells, Dingemans, Mrs Neno, Oliver-Redgate and Dr Walsh

Councillors Clayden were also in attendance for all or part of the meeting.

Apologies: Councillors Mrs Bence, Reynolds and Stanley

1. DECLARATIONS OF INTEREST

The following declarations of interest were made:-

Agenda Item 8, Wellbeing Annual Report

Councillor Mrs Neno - personal interest in relation to Wellbeing as a family member is using the service

2. MINUTES

The Minutes of the meeting held on 27 November 2018 were approved and signed by the Chairman as a correct record.

3. ITEMS NOT ON THE AGENDA THAT THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

URGENT ITEM – UPDATE ON PUBLIC CONVENIENCES ON THE PROMENADE AT BOGNOR REGIS

The Chairman announced that he considered it to be important for the Working Group to be appraised of the latest situation with regard to the new public conveniences situated on the promenade in Bognor Regis.

This was because the Council had instructed an inspection of the premises due to ongoing roofing and other concerns.

The Chairman advised members that the Council had instructed the supplier to remove the toilets before the end of February 2019 and would await their response. This update was noted by the Working Group.

4. STRATEGIC DIRECTION FOR CAR PARKS

STRATEGIC DIRECTION FOR CAR PARKS

Environment & Leisure Working Group - 22.01.19

(During the course of discussion on this item, Councillor Dr Walsh declared a personal interest as a member of West Sussex County Council and Littlehampton Town Council.)

The Working Group received a report from the Customer and Parking Service Manager which provided an overview of the Councils public off street car parks and future proposed developments in relation to those car parks.

The key points highlighted;

- The Council derived a substantial income from the Pay & Display Car Parks.
- There was currently a surplus at the time of writing the report of £90,000.00. This surplus would only be used to reinvest in the Car Parks.
- The Ring Go trial had been successful seeing over 74,000 transactions. As this payment option had proved popular it was intended to make this a permanent option after the trial has been completed.
- The Parking team were currently working with Cobalt Telephone Technologies Ltd to produce and implement a virtual permit for members of the public and a corporate virtual permit for staff and Members with the advantages of this system being outlined in the report.
- Refurbishments of car parks - a plan outlining the work required for each car park, inclusive of when this work would take place. Specifically extensive work would be undertaken/ carried out at Fitzfleet Multi Storey and Hothampton car parks and reconfigured in line with the objectives for the Bognor Regis Regeneration programme. The Regis Centre car park would be in a decked form on a smaller footprint and the London Road car park would also be reconfigured.
- An application for the Parkmark award had been submitted for 2019.

The following comments were made:-

- Some concerns were raised about the lack of signage for the Fitzfleet Multi Storey car park. It was confirmed that there would be new signage and sign boards installed over the coming months. With enhancements to the CCTV to combat anti-social behaviour.
- The technological advancements made to Contactless and Virtual Permits were very much welcomed by the Working Group. It was confirmed that the seasonal car parks would also be consider for the upgrade. Having received a query about 'Pay by Foot' options, it was advised all payment options can be reviewed.
- Numerous concerns were raised about the enforcement of on street and off street areas and the use of Blue Badge parking. In relation to on street parking members, were reassured that Blue Badge bays

were enforced if they were covered by a Traffic Regulation Order. Unfortunately some of these bays are not covered by these Orders and therefore cannot be enforced. The West Sussex County Council is responsible for creating the Traffic Regulation Orders.

- Having been asked about Complaints relating to Ringo Pay. The Customer & Parking Services Manager stated, no complaints had been received via Arun District Council. However should there be any complaints these would go directly to Ringo Pay where they would be dealt with.
- A question regarding number plate recognition technology suitability was raised, in view of the problems experienced at Worthing Car Parks, relating to number plates not being recognised. Members were informed that there is no reason currently for the Council to look into this method.
- Some discussion around anti-social behaviour in and around Hothampton car park. The Customer & Parking Services Manager advised he was unaware of issues and has had no complaints received.

The Chairman thanked the Customer & Parking Services Manager for his update and the Working Group noted the report.

5. LITTLEHAMPTON LEISURE CENTRE

The Working Group received a report and a presentation from the Principle Landscape and Group Head of Community Wellbeing. This set out the continued progress of work to the Littlehampton Wave Leisure Centre outlining work completed and upcoming planned work.

A summary of the updates are set out below;

- Willmott Dixon Construction are working towards an extensive finishing programme to enable the snagging process to be undertaken - this would take some time to complete.
- Reception and Café area – the flooring and the main desk has been installed, with work to this area coming along well.
- Turnstile equipment was now being installed.
- It was exciting to report that the large pool was now filled – a major milestone to have achieved. The moveable floor had also been complete and the filling of small pool was imminent.
- Ground Floor and First Floor changing rooms were nearing completion.
- The Sports Hall is also near completion stage.
- The Gym - equipment had been delivered and started to be installed, WI-FI connectivity was imminent.
- In the Studio, the moveable wall had been installed with final touches currently being completed

Environment & Leisure Working Group - 22.01.19

- Outside work - the ramp at the entrance of the new building was near to completion. Top soil was being graded in around the building
- Works to resurface to the bottom car park would commence in the next couple of weeks and the southern car park would be completed after the demolition of the old building

The following questions/comments by the Working Group were made:-

- Questions were raised about an the opening date and it was confirmed that confirmation could not be given now but reassurance was made, should there be any cross over of the closure between the old building and new building, this would be kept as short as possible to allow essential equipment to be transferred and it is planned to be measured in terms of hours rather than days.
- A question regarding the demolition of the old building and how much of the material would be recycled was asked. It was confirmed that a lot of the Sports Dome material was re-used. It was explained that much of the material from the old building would be sent away as controlled waste. The Council had measures in place that it would re-use as much of the material as it could.
- Concerns were raised regarding the removal of the glass window panes with the potential for the glass to be broken on the grass outside. Reassurance was given that at the time of removal, the demolition company would manage this, in a controlled way with each area being completed safely.
- It was highlighted that the existing facilities had received a number of complaints that maintenance had fallen off schedule re lighting, faulty door hinges and toilets not cleaned/having a strong unpleasant odour. Considering users are still being charged full price for these facilities the request was to have these issues rectified quickly. The Group Head of Community Wellbeing advised that Freedom Leisure was aware of these issues and was carrying out the work to correct these faults. Confirmation that the lighting would be replaced and the smell from the toilets was found to be a result of descaling work that was completed was confirmed.
- Further reassurance regarding the use of blinds in the Gym was given. Confirming that these roller blinds would only be used when required and that this would form part of the operating procedures for Freedom Leisure.

The Chairman thanked the Principal Landscape Officer and the Group Head of Community Wellbeing for the update which was then noted by the Working Group.

6. REPORT BACK FROM CABINET/FULL COUNCIL

No queries or questions on recommendations that had been forwarded from the Working Group to Cabinet on 10 December 2018 were raised.

7. WELLBEING ANNUAL REPORT

(During the course of discussion on this item, Councillor Dr Walsh declared a personal interest as a member of West Sussex County Councils Health and Adult Social Care Committee in his capacity as Vice Chairman of this Committee.

Councillor Bicknell declared his personal interest in this item as he had attended once of the course run by the Wellbeing team.)

The Working Group heard from The Wellbeing Services Manager, who provided a detailed update on the activities and outcomes of the Arun Wellbeing Programme during 2017/18, which was year 2 of the 3 year contract alongside the Group Head of Community Wellbeing.

Since the Arun Wellbeing programme was first commissioned in April 2009, the programme had developed and matured to suit the needs of the local community. The quality of the service remained high and effective, due to a well-motivated and highly skilled team along who worked closely with partner organisations.

The following comments were made:-

- It was suggested that the Wellbeing team should have an anti-sugar campaign built into future work plans. The Wellbeing Manager confirmed that the Wellbeing team aligned itself with the Health and Wellbeing Board. Providing 1-2-1 interventions as well as courses that focus on dietary requirements.
- Concerns were raised regarding the potential loss staff on fixed contracts. The Wellbeing Manager confirmed that as soon as funding has been confirmed by WSCC for the next 3 year period then the statutory notice will be rescinded. The Group Head of Community Wellbeing advised that both himself and the wellbeing Services Manager are working closely with our team and supporting them through this process.
- Questions were raised in relation to the Wellbeing service reaching the younger generation in particular Primary School aged children. The Community Wellbeing Manager confirmed that the Councils services were designed for 18+ (adults), however best practices would ensure the filtering of information down to children as result of their learning.
- A suggestion was made to the Community Wellbeing Manager that in the Marine Ward at the Health Centre, there was a large space upstairs, could he investigate the potential usage of this area to run Wellbeing Services from in the future. It was confirmed that this would be looked into.

The Chairman thanked the Wellbeing Manager and the Group Head of Community Wellbeing for the update which the Working Group noted.

(The meeting concluded at 7.29 pm)

Subject to approval at the next Environment & Leisure Working Group meeting

6

Environment & Leisure Working Group - 22.01.19

ARUN DISTRICT COUNCIL

REPORT TO ENVIRONMENT & LEISURE WORKING GROUP ON 4 JULY 2019

PART A : REPORT

SUBJECT: Littlehampton Leisure Centre

REPORT AUTHOR: Rachel Alderson – Principal Landscape & Project Officer

DATE: June 2019

EXTN: 37946

PORTFOLIO AREA: Neighbourhood Services

EXECUTIVE SUMMARY:

This report provides an update on the current progress of the leisure centre project.

RECOMMENDATIONS:

This is an information paper.

1. BACKGROUND:

1.1 INTRODUCTION

The construction phase for the Littlehampton leisure centre project commenced on site in September 2017 and was completed in line with the project programme.

1.2. CONSTRUCTION WORKS

The contractor Willmott Dixon Construction (WDC) worked with the Council and operator Freedom Leisure to ensure that Littlehampton Wave was complete and ready to open to the public on 29 March 2019. An opening event was held to mark this milestone. The new centre has been positively received by the public and Freedom Leisure has reported 12,000 additional visits in April compared to the same period in 2018.

The availability of car parking has prompted requests for additional spaces; particularly during the first weeks of operation and at peak times. This is being reviewed now that the levels of occupancy have stabilised.

WDC has maintained their presence on site beyond the opening of the building to support and assist the operator while they adapt to the new systems.

1.3 DEMOLITION & REINSTATEMENT

Following the opening of Littlehampton Wave the project moved to its final phase, with the commencement of the demolition of the former centre and reinstatement of the land to public open space. GBM Demolition is undertaking this work for the Council and is currently removing the exterior sections of the building. The main demolition and reinstatement is expected to be complete Summer 2019 with planting to be carried out Autumn 2019.

1.4 LATEST PROGRESS

A visual update of progress will be presented at the meeting.

2. PROPOSAL(S):

N/A

3. OPTIONS:

N/A

4. CONSULTATION:

The content of this report is not subject to consultation however Stakeholder Engagement has taken place during the course of the project. Members of the public also had the opportunity to comment on the scheme as part of the planning application process. Non-material amendment applications are not subject to the same consultation process; however, all documents are available to view on the Planning Portal.

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify)		✓
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		✓
Legal		✓
Human Rights/Equality Impact Assessment		✓
Community Safety including Section 17 of Crime & Disorder Act		✓
Sustainability		✓
Asset Management/Property/Land		✓
Technology		✓
Other (please explain)		✓

6. IMPLICATIONS:

N/A

7. REASON FOR THE DECISION:

N/A

8. BACKGROUND PAPERS:

[Leisure and Cultural Strategy 2013 - 28](#)

[Full Council 15 May 2013, Final Resolution, Minute 522, Strategy 1, Stage 2](#)

[Leisure, Tourism & Infrastructure Working Group \(30 June 2014\)](#)

[Cabinet Report \(21 July 2014\) – A New Leisure Centre for Littlehampton](#)

[Detailed Feasibility Study 2015](#)

[Cabinet Report \(16 November 2015\) - Capital Prioritisation Programme](#)

[Cabinet Report \(8 February 2016\) – A New Leisure Centre in Littlehampton](#)

[Environmental Services & Community Development Working Group \(28 June 2016\)](#)

[Environment & Leisure Working Group \(6 September 2016\)](#)

[Cabinet Report \(17 October 2016\) – Littlehampton Leisure Centre Project Update](#)

[Environment & Leisure Working Group \(1 November 2016\)](#)

[Environment & Leisure Working Group \(17 January 2017\)](#)

[Environment & Leisure Working Group \(14 March 2017\)](#)

[Cabinet Report \(10 April 2017\) – Littlehampton Leisure Centre](#)

[Environment & Leisure Working Group \(27 June 2017\)](#)

[Cabinet Report \(17 July 2017\) - Littlehampton Leisure Centre](#)

[Environment & Leisure Working Group \(29 August 2017\)](#)

[Full Council Report \(13 September 2017\) – Littlehampton Leisure Centre](#)

[Environment & Leisure Working Group \(24 October 2017\)](#)

[Environment & Leisure Working Group \(19 November 2017\)](#)

[Environment & Leisure Working Group \(20 February 2018\)](#)

[Environment & Leisure Working Group \(5 June 2018\)](#)

[Environment & Leisure Working Group \(31 July 2018\)](#)

[Environment & Leisure Working Group \(9 October 2018\)](#)

[Environment & Leisure Working Group \(27 November 2018\)](#)

[Environment & Leisure Working Group \(22 January 2019\)](#)

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ARUN DISTRICT COUNCIL

REPORT TO ENVIRONMENT & LEISURE WORKING GROUP ON 4 July 2019

PART A : REPORT

SUBJECT: Car Parks Strategic Information and Update

REPORT AUTHOR: Calvin Baylis – Customer & Parking Services Manager

DATE: 5 June 2019

EXTN: 37649

PORTFOLIO AREA: Neighbourhood Services

EXECUTIVE SUMMARY:

This report provides an overview of Arun District Councils public off street car parks and future proposed developments related to those car parks. It provides an update on the information previously reported to this Working Group in January 2019.

RECOMMENDATIONS:

This is an information paper and Members are requested to note the contents.

1. BACKGROUND:

1.1. The Council own 28 car parks of which 24 are Pay & Display, 3 are free and 1 is Permit Holder only.

1.2. The total number of marked spaces in off street car parks owned by Arun District Council totals 2887 and the split per area is shown below

Arundel - 93

Bognor Regis – 1180

Littlehampton - 1386

Felpham - 117

Middleton – 111

There are 3 main categories of Parking Charge – Short Stay, Long Stay & Seasonal. The Short Stay and Long Stay car Parks are found in the Town Centres. The Seasonal Car Parks are located away from the shopping areas and have a summer and winter tariff.

1.3. The Council derive a substantial income from the Pay & Display car parks and in 2018/19 this totalled £1,673,657.

1.4. The Council also sell annual and seasonal permits and in 2018/19 and this totalled £71,400.

2. Enforcement

- 2.1. The Council act as agents carrying out Civil Parking Enforcement for the West Sussex County Council. This enforcement is carried out in both the Councils Off Street car parks and on street where Traffic Regulations apply.
- 2.2. The Council has a Labour only Contract with a Company called NSL who deploy 8 Officers per day to carry out Civil Parking Enforcement.
- 2.3. In 2018/19 14,762 penalty charge notices were issued of which 6,054 were issued in the Councils Off Street car parks.
- 2.4. After taking into account the expenditure of Civil Parking Enforcement any surplus income is split between the County Council and Arun District Council based on tickets issued on & off street.
- 2.5. The surplus is ring fenced and has to be spent on car parks. There is currently a surplus of £118,000 the intention is to spend this on the following items.
 - Mewsbrook resurfacing - £20,000
 - Signage - £10,000
 - Planting & Landscaping - £24,000
 - Contactless - £10,000
 - Other resurfacing work - £54,000

3. Pay By Phone

- 3.1. The Council has entered into an agreement with Cobalt Telephone Technologies Ltd to provide the RingGo mobile phone based parking service.
- 3.2. This system provides an alternative to paying by cash. The customer has to register with RingGo first and then can purchase parking by using the RingGo app or by using the RingGo website.
- 3.3. The advantages of RingGO include -
 - Allowing customers who don't have sufficient change to purchase parking
 - Customers can extend their stay without having to return to the car park.
 - A reminder can be sent to the customer informing them that the parking period is due to expire.
 - There is less cash to collect from the machines count and bank.
 - There is an alternative method of parking should the ticket machines in the car park fail to operate.
- 3.4. Since its introduction in August 2017 to the 4th June 2019 there have been 111,220 transactions which equates to £374,181 in parking fees.

4. Contactless Parking

- 4.1. The Pay & Display machines in the Councils Off-Street car parks can be adapted to allow the option of cashless parking.
- 4.2. This is a payment option which would sit alongside cash and payment by phone.
- 4.3. The Parking Manager is currently progressing this option with the view to a phased roll out which would see the introduction of contactless parking in the seasonal seafront car parks which have the highest tariffs. These car parks include West Green and East Green carparks in Littlehampton and Gloucester Road and the Regis Centre car parks in Bognor Regis. Mewsbrook car park is also included where there are plans to make improvements to the car parks to enhance the customer experience using the new Wave Leisure Centre.

5. Virtual Permits

- 5.1. The Council sell various types of annual parking permits and also provides parking permits to Arun District Council members and staff to allow them to park in Council owned car parks while carrying out their Council duties.
- 5.2. Permits are printed on paper and the database is held on an old Access System
- 5.3. The Parking team are currently working with Cobalt Telephone Technologies Ltd the providers of RingGo to produce a virtual permit for the public and a corporate permit for staff and members.
- 5.4. Public permits will be purchased using a phone or through the RingGo website Staff and member permits will be entered on line.
- 5.5. The advantages of a new virtual permit system are -
 - Permits can be purchased instantly
 - No need for paper copies
 - Changes to registration can be made instantly
 - Reminders can be sent via E Mail
 - Cancellations can be processed immediately
 - Refunds can be processed faster
 - Improved Customer Service
- 5.6. The advantages to the Organisation
 - RINGO will provide and maintain the system
 - No Arun IT involvement as system will be on cloud
 - Fewer enquiries calls & correspondence

- Requires less resource.
- Efficiently administering Corporate Permits
- Will adhere to the Councils digital priorities.
- Improve Reputation of Council for using more efficient and convenient system

6. Refurbishment of Car Parks

6.1. A review has been undertaken by the Parking Services Manager with the help of the Property & Estates Team and Parks & Landscapes Team to identify works required within each of the car parks.

6.2. The works have been broken down into lining, surface, bollards/railings, bins, signs and planting.

6.3. Appendix A shows what work is required in each car park and a time scale for this work to be done. It also identifies where the work has been completed.

6.4. Fitzleet Multi Storey car park was not included in this review as the Council have contracted Stripe Consultancy who specialise in designing and creating maintenance plans for multi storey car parks to create a specific plan for Fitzleet. However the statutory compliance work in Fitzleet will include replacing Fire Doors refurbishment of the Lifts and the introduction of a Fire Alarm system.

6.5. Funding for work to the signage, planting and repairs to the surface will come from the surplus obtained from Civil Parking Enforcement. The balance of the work which includes the major re-surfacing and re-lining will be funded from the budgets held by Property & Estates.

7. Parkmark Award

7.1. The Safer Parking Scheme is a national standard for UK car parks that have low crime and measures in place to ensure the safety of people and vehicles. A Park Mark is awarded to each car park that achieves the challenging standards. The distinctive Park Mark signage helps drivers find car parks where they can confidently leave their vehicle, knowing the environment is safer. Park Mark and the Safer Parking Scheme is owned by Police Crime Prevention Initiatives Ltd on behalf of the police service and managed by the British Parking Association.

7.2. In January 2019 the Parking Services Manager put forward 26 car parks for award and after an assessment which included a visit by assessors from the Police and British Parking Association all 26 car parks were awarded a Parkmark award.

8. Electric charging points

8.1 ADC has a limited number of charging points for vehicles at present – 2 in Littlehampton car park (St Martins) and 2 in Bognor Regis (Regis Centre car park – rear of the Town Hall). Work with the Environmental Health team is being undertaken to explore funding opportunities from government grants for introducing further charge points to car parks.

9. Parking charges review

9.1 A review of parking charges across all Arun owned car parks is proposed to take place during this year. This will benchmark charges with other similar local authorities charging schedules to ensure these fairly reflected within the District.

2. PROPOSAL(S):

The Environment and Leisure Working Group is requested to note the contents of the Report.

2. OPTIONS:

To note the report

3. CONSULTATION:

N/A

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify)		✓
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		✓
Legal		✓
Human Rights/Equality Impact Assessment		✓
Community Safety including Section 17 of Crime & Disorder Act		✓
Sustainability		✓
Asset Management/Property/Land		✓
Technology		✓
Other (please explain)		✓

6. IMPLICATIONS:

7. REASON FOR THE DECISION:

This is an information paper and Members are requested to note the contents.

8. BACKGROUND PAPERS:

None

Environment & Leisure Working Group					
Meeting Date			04-Jul-19	10-Oct-19	27 Feb 20
Item	Lead	Origin			
Littlehampton Wave Update	RW/RA		*		
Car Parks Update	CB		*		
Littlehampton Wave Update	RW/RA			*	
Safer Arun Partnership Annual Review	GB			*	
Climate Change	PD			*	
Cemeteries Policy	OH				*
LCN Update	RW				*
Enforcement Contract Update	OH/DC				*
Agenda Prep Timetable					
Draft Reports to Committees by 9am			10-Jun-19	16-Sep-19	07-Jan-20
Agenda Prep Date 14:30			18-Jun-19	24-Sep-19	21-Jan-20
Room			Pink	Pink	Pink
Final Reports to Committees by 9am			20-Jun-19	27-Sep-19	10-Feb-20
Despatch Agendas by 2pm Thurs			25-Jun-19	02-Oct-19	13-Feb-20
Date of Meeting 6pm			04-Jul-19	10-Oct-19	27-Feb-20
Room			Blue&Pink	Blue&Pink	Blue&Pink
OSC Meeting Dates			TBC	TBC	TBC
Cabinet Meeting Dates			TBC	TBC	TBC
Full Council Meeting Dates			TBC	TBC	TBC

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