

SOCIAL WORK RESOURCES COMMITTEE

Minutes of meeting held via Microsoft Teams on 20 January 2021

Chair:

Councillor John Bradley

Councillors Present:

Councillor Walter Brogan, Councillor Robert Brown, Councillor Archie Buchanan, Councillor Janine Calikes, Councillor Graeme Campbell, Councillor Andy Carmichael, Councillor Maureen Chalmers (Depute), Councillor Gerry Convery (*substitute for Councillor Margaret B Walker*), Councillor Maureen Devlin, Councillor Mary Donnelly, Councillor Allan Falconer, Councillor Eric Holford, Councillor Mark Horsham, Councillor Richard Lockhart (*substitute for Councillor Richard Nelson*), Councillor Eileen Logan (*substitute for Councillor Margaret Cowie*), Councillor Katy Loudon, Councillor Hugh Macdonald, Councillor Catherine McClymont, Councillor Colin McGavigan, Councillor Lynne Nailon, Councillor Carol Nugent, Councillor David Watson

Councillors' Apologies:

Councillor Margaret Cowie, Councillor Joe Lowe, Councillor Richard Nelson, Councillor John Ross (ex-officio), Councillor Margaret B Walker

Attending:

Finance and Corporate Resources

M M Cairns, Legal Services Manager; H Goodwin, Finance Manager; E McPake, HR Business Partner; A Norris, Administration Assistant; L O'Hagan, Finance Manager (Strategy); T Slater, Administration Adviser; A Thompson, Public Relations Officer

Health and Social Care/Social Work Resources

V de Souza, Director; I Beattie, Head of Health and Social Care (Hamilton and Clydesdale); M Kane, Service Development Manager; J McCorrison, Development Officer – Gender-Based Violence; C McLean, Lead Officer, Child Protection Committee; B Perrie, Planning and Performance Manager; L Purdie, Head of Children and Justice Services

1 Declaration of Interests

The following interest was declared:-

Councillor(s)	Item(s)	Nature of Interest(s)
McGavigan	Remuneration for the Independent Chairs of the Fostering and Adoption Panel, Child Protection Committee and Adult Protection Committee	Member of the Fostering and Adoption Panel

2 Minutes of Previous Meeting

The minutes of the meeting of the Social Work Resources Committee held on 28 October 2020 were submitted for approval as a correct record.

The Committee decided: that the minutes be approved as a correct record.

3 Social Work Resources – Revenue Budget Monitoring 2020/2021

A joint report dated 4 December 2020 by the Executive Director (Finance and Corporate Resources) and the Director, Health and Social Care was submitted comparing actual expenditure at 6 November 2020 against budgeted expenditure for 2020/2021 for Social Work Resources, together with a forecast of the position for the year to 31 March 2021.

At 6 November 2020, there was an overspend position of £0.359 million against the phased budget. The financial forecast to 31 March 2021 was a breakeven position. Continued additional costs incurred in relation to COVID-19, totalling £11.952 million, were detailed separately in Appendix B to the report, together with income received from the Scottish Government.

The Resource had also experienced a reduction in income of £0.844 million from services not provided as a result of COVID-19, as detailed in Appendix D to the report. To date, total additional costs to the Council as a result of COVID-19 were £12.796 million, with £5.464 million received from the Scottish Government. A further £7.329 million would be required to meet the spend incurred and councils had been advised that all reasonable costs would be reimbursed.

Information on additional COVID-19 related expenditure within the Children and Families Service of £0.359 million, which would not be funded by the Scottish Government Mobilisation Plan, was provided in Appendix B to the report. There were further pressures within Children and Families Services, relating mainly to additional external residential placements, resulting in an overspend of £0.151 million and, within the Adults and Older People Service, relating to the costs within the Home Care Service, resulting in an overspend of £0.800 million. Work had been ongoing to manage those pressures.

Details were provided in appendices B to F on budget virements in respect of Social Work Resources to realign budgets.

Officers responded to members' questions in relation to various aspects of the report.

The Committee decided:

- (1) that the overspend position on Social Work Resources' revenue budget, as detailed in Appendix A to the report, be noted;
- (2) that the forecast to 31 March 2021 of a breakeven position, excluding COVID-19 costs, be noted; and
- (3) that the budget virements, as detailed in the appendices to the report, be approved.

[Reference: Minutes of 28 October 2020 (Paragraph 3)]

Councillor Donnelly joined the meeting during this item of business

4 Social Work Resources – Capital Budget Monitoring 2020/2021

A joint report dated 21 December 2020 by the Executive Director (Finance and Corporate Resources) and Director, Health and Social Care was submitted advising of progress on the Social Work Resources' capital programme for 2020/2021 and summarising the expenditure position at 6 November 2020.

The budget reflected the revised programme for the year, approved by the Executive Committee at its meeting on 23 September 2020. This also included budget adjustments presented to the Executive Committee thereafter, up to and including its meeting on 16 December 2020. For Social Work Resources, there had been no change since the last report to committee.

The Committee decided: that the Social Work Resources' capital programme of £0.844 million, and expenditure to date of £0.077 million, be noted.

[Reference: Minutes of 28 October 2020 (Paragraph 4)] and Minutes of the Executive Committee of 16 December 2020 (Paragraph 3)]

5 Social Work Resources – Workforce Monitoring – September and October 2020

A joint report dated 8 December 2020 by the Executive Director (Finance and Corporate Resources) and Director, Health and Social Care was submitted on the following employee information for Social Work Resources for the period September and October 2020:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers
- ◆ Staffing Watch as at 14 September 2020

Managers continued to follow the procedures outlined within the Council's Maximising Attendance Policy to support employees to remain at work, or return to work after a sickness absence. There were comprehensive employee supports in place and, additionally, Personnel Services worked in close partnership with line managers and the Resource Management Team on a case management basis to ensure that appropriate actions were taken.

The attendance information contained within the report included absences as a result of COVID-19 and employees were being supported through this difficult time to maintain attendance levels where possible.

The Committee decided: that the report be noted.

[Reference: Minutes of 28 October 2020 (Paragraph 5)]

6 Social Work Resource Plan 2020/2021 – Quarter 2 Progress Report

A report dated 7 December 2020 by the Director, Health and Social Care was submitted on the Social Work Resource Plan 2020/2021 in relation to the actions and measures within the Resource.

Details were provided on progress made at the end of quarter 2, covering the period 1 April to 30 September 2020, in implementing the actions and measures identified in the Resource Plan.

Officers responded to members' questions.

The Committee decided: that the report be noted.

[Reference: Minutes of the Executive Committee of 23 September 2020 (Paragraph 8)]

7 Infant Mental Health/Continuing Care – Additional Resources

A joint report dated 29 December 2020 by the Director Health and Social Care and the Executive Director (Finance and Corporate Resources) was submitted:-

- ◆ advising of the Scottish Government initiative to provide additional funding to develop a specialist Infant Mental Health Service
- ◆ providing an update on creating capacity to support wrap-around community-based accommodation for care leavers

The Scottish Government, through its Mental Health Strategy 2017 to 2027 and the national Perinatal and Infant Mental Health Programme, had provided funding to all NHS Boards with a requirement to develop a specialist Infant Mental Health Service from 1 April 2020.

A proposal had been submitted by NHS Lanarkshire (NHSL) for the establishment of a multi-disciplinary team across Lanarkshire. Posts of Project Worker and Nursing staff, who would be employed by NHSL, and 2 Social Worker posts, one for each North and South Lanarkshire, had been submitted as part of the proposal. Funding had been approved from October 2020 which would be reviewed at the end of March 2023.

It was, therefore, proposed that one 3-year fixed term full-time equivalent (FTE) post of Social Worker on Grade 3, Level 4, SCP 72-74 (£37,611 to £38,779) be added to the Social Work Resources' staffing establishment.

As part of the continuing care strategy, there was a requirement to increase capacity to offer young people an option of Supported Carers. At present, there was a small resource of 4 FTE Supported Carers and capacity within the team was maximised and limited. In addition, the team had taken on new support responsibilities for Kinship Care development across South Lanarkshire.

The Scottish Government had issued recurring funding of £15 million between all local authorities in relation to the development of new and enhanced community mental health and wellbeing services for 5 to 24 year olds, their families and carers. South Lanarkshire had received part year funding of £210,000 for 2020/2021. This additional funding was being provided to enable the roll out of new and enhanced supports and services.

It was proposed that one FTE post of Team Leader on Grade 3, Level 8, SCP 79-80 (£41,772 to £42,411) be added to the Social Work Resources' staffing establishment within the Family Placement Team which would enable the service to have a specific focus on recruitment, assessment and retainment of Supported Carers.

The costs associated with the fixed term Social Worker post would be met from the Mental Health Strategy funding provided to NHSL and the costs associated with the Team Leader post would be met from the recurring Mental Health and Wellbeing funding.

The Committee decided:

- (1) that the content of the report be noted;
- (2) that the creation of one 3-year fixed term FTE Social Worker post, as detailed in section 5.1 of the report, be approved; and
- (3) that the creation of one FTE Team Leader post within the Family Placement Team, dedicated to overseeing the development of a supported carers' service, as detailed in section 5.1 of the report, be approved.

8 Resourcing for Inclusion as Prevention and Justice Social Work Resources

A joint report dated 16 November 2020 by the Director, Health and Social Care and the Executive Director (Finance and Corporate Resources) was submitted:-

- ◆ providing an update on the Community Lottery Fund initiative 'Inclusion as Prevention'
- ◆ requesting approval for a temporary increase to the FAS establishment within Social Work Resources
- ◆ requesting approval for a temporary 0.5 Team Leader post within the Unpaid Work Service to be made permanent

The Council had secured funding of £800,000 from the Early Action System Change fund of the Community Lottery Fund for a 5-year project, for the period 2019 to 2024, named 'Inclusion as Prevention' (IAP). IAP was a partnership between the Council, the Centre for Youth and Criminal Justice, Dartington Service Design Lab and Action for Children, which aimed to redesign services in collaboration with children, young people and their families.

Following research and evaluation, the need for throughcare support for vulnerable families approaching the end of intervention work offered by the FAS intensive family support service was highlighted. The IAP core steering group endorsed a proposal to develop a test of change with FAS for children between the ages of 5 and 12 years of age. The Getting it Right for South Lanarkshire Children's Partnership Board also recognised that the test of change would inform, support, challenge and dovetail with wider system change activities.

Currently, FAS had support workers who worked with families for a period of up to 12 months, however, as they exited the service, the intensity of support they required was not always available to them. This gap in service provision created a risk in sustaining the changes required to prevent a relapse in the behaviours which led to the families being in crisis.

It was, therefore, proposed that one 12-month fixed term full-time equivalent (FTE) post of Family Support Worker on Grade 2, Level 1-4, SCP 34-57 (£21,497 to £30,147) be added to the Social Work Resources' staffing establishment to test the introduction of dovetailed support for families being referred to FAS.

There were currently 2 FTE Team Leader posts within the Unpaid Work Services within Justice Services, with an additional 0.5 FTE temporary Team Leader post due to end in March 2021. The temporary post was created to deal with additional workload and the impact of COVID-19. Due to the extent of the backlog of unpaid work hours resulting from the pandemic and the impact of the presumption against short-term sentences (PASS), the level of additional hours would not diminish. The current Team Leader complement did not have the capacity to manage the additional responsibilities whilst maintaining the quality of service delivery and providing effective risk management.

It was, therefore, proposed that the temporary 0.5 FTE post of Team Leader on Grade 3, Level 8, SCP 79-80 (£41,772 to £42,411) be made permanent.

The costs associated with the fixed-term Family Support Worker post would be met from the Community Lottery Fund and the costs associated with making the 0.5 FTE temporary Team Leader post permanent would be met from the Section 27 Grant funding.

The Committee decided:

- (1) that the content of the report be noted;
- (2) that the proposed increase to the staffing arrangements within FAS, as detailed in section 5 of the report, be approved; and

- (3) that the proposal to make the 0.5 FTE temporary post of Team Leader within the Unpaid Work Service within Justice Services a permanent post, as detailed in section 5 of the report, be approved.

[Reference: Minutes of 20 June 2018 (Paragraph 7) and 19 August 2020 (Paragraph 10)]

9 Remuneration for the Independent Chairs of the Fostering and Adoption Panels, Child Protection Committee and Adult Protection Committee

A report dated 24 November 2020 by the Director, Health and Social Care was submitted on the remuneration for the Independent Chairs of the Fostering and Adoption Panels, Child Protection Committee and Adult Protection Committee.

The Council engaged Independent Chairs to provide an objective perspective that ensured their functions were carried out rigorously. Currently, the Independent Chairs were remunerated at a rate of £300 per day which had not been increased since 2015.

Benchmarking had shown that this rate had fallen below rates paid elsewhere and, in order to attract the calibre of candidate required for those posts, it was proposed that the rate be increased to £350 per day.

The proposed uplift was based on the composite price index. Prices at July 2020 were 9.2% higher than the average prices in 2015. The cost associated with this proposal could be met from the Family Placement budget.

The Committee decided: that the increase in remuneration paid to the Independent Chairs of the Fostering and Adoption Panels, Child Protection Committee and Adult Protection Committee, be approved.

[Reference: Minutes of 11 November 2015 (Paragraph 8)]

Councillor McGavigan, having declared an interest in the above item in terms of Standing Order No 23(b), remained in the meeting during its consideration

10 The Independent Care Review's Finding and the Promise of Transformational Change

A report dated 13 November 2020 by the Director, Health and Social Care was submitted providing an update on the Independent Care Review's findings and the work being undertaken to support the vision of The Promise.

In 2017, the Scottish Government launched a root and branch review of the care system to look at the underpinning legislation, practices, culture and ethos. The aim of the Review was to identify and deliver lasting change in Scotland's care system and leave a legacy that would transform the wellbeing of infants, children and young people.

The Review produced 7 key reports: The Promise, The Plan, The Money and Follow the Money, The Rules and The Thank You. The Promise provided an overall vision of what the new approach would be. It found that the system was currently a “complex, fragmented, multi-purpose and multifaceted entity”. The Promise promoted the foundations of voice, family, care, people and scaffolding and it outlined a number of areas where organisations and institutions must “radically rethink” their underlying purpose and operating structures. The report also outlined that the Government must, therefore, create a clear legislative environment that supported families to stay together and that protected and allowed relationships to flourish across the system.

Information was provided on the next steps that would be taken for The Promise to be realised. The implementation of change could take up to 10 years and an independent National Oversight Group would establish a fit for purpose governance structure to ensure accountability from those responsible for making the change, with a report being submitted annually to the Scottish Parliament.

The Committee decided:

- (1) that the content of the report be noted; and
- (2) that it be noted that Social Work Resources would continue to support any future national and local implementation of The Promise arising from the Independent Care Review.

11 Lanarkshire Advocacy Plan/Advocacy Services Tender

A report dated 11 December 2020 by the Director, Health and Social Care was submitted on the draft Lanarkshire Advocacy Plan 2020 to 2025, the current contractual arrangements and the proposal to develop an advocacy tender specification.

Independent advocacy supported people to have their voices heard and their rights and interests protected, and the importance and benefits of independent advocacy were now widely recognised and woven into the fabric of Health and Social Care provision in Scotland. The legal and strategic context in which advocacy operated was underpinned by the following legislation and guidance:-

- ◆ Mental Health (Care and Treatment) (Scotland) Act 2003
- ◆ Patients’ Rights (Scotland) Act 2011
- ◆ Independent Advocacy – Guide for Commissioners 2013
- ◆ The Right to Advocacy – Mental Welfare Report 2018

The Lanarkshire Advocacy Plan, which was a pan-Lanarkshire Plan, had been evolving since 2004 and was now a more inclusive plan, setting out what was happening in each Health and Social Care Partnership and the future plans for advocacy services. The draft Lanarkshire Advocacy Plan 2020 to 2025 was attached as an appendix to the report.

As advocacy services were a delegated function in the South Lanarkshire Integration Scheme, a report would be submitted to the next meeting of the Integration Joint Board to approve the strategy and agree the future strategic direction of advocacy services.

There were existing contracts in place with The Advocacy Project and Speak Out which were due to expire in March 2021 and it was intended to roll these contracts forward for a further year, whilst developing an advocacy framework to have new services in place by April 2022. No formal contract was in place with People First and there was potential to review this arrangement and include peer advocacy as part of a new commissioned advocacy service. There were also further potential efficiencies in looking to have one provider for children’s advocacy and one provider for adult advocacy.

Members were invited to submit comments on the draft Plan.

The Committee decided:

- (1) that the draft Lanarkshire Advocacy Plan 2020 to 2025 be noted; and
- (2) that it be noted that existing contracts would be rolled forward for a further year while an advocacy tender specification was developed.

12 Update on the Social Work Risk Register and Risk Control Plan

A report dated 11 December 2020 by the Director, Health and Social Care was submitted on the systems and controls in place within Social Work Resources to control risks.

The Resource had followed Council guidance in developing, monitoring and updating its Risk Control Register on an ongoing basis. The Register had been developed to ensure that the Resource was fully aware of the main risks that it had, was able to prioritise those risks and had controls in place to eliminate or minimise the impact of risk.

The risks were scored in accordance with the Council's revised 5x5 scoring matrix, which had been changed from a 3x3 matrix, following a review of the Council's Risk Management Strategy. The revised scoring matrix and definitions for likelihood and impact were outlined in Appendix 1 to the report. This had resulted in risks being scored between 1 to 25 (low to very high). Risks were scored on their inherent risk (risk if nothing was done) and their residual risk (risk after applying controls).

The Risk Register had been developed and was monitored on an ongoing basis to add any new risks and to review the scores of existing risks. The main changes to the Social Work Resources' register were:-

- ◆ Care Inspection grades in the Council's care homes was now a stand-alone risk and elevated as a corporate risk
- ◆ a new risk for the Covid-19 implications had been introduced
- ◆ some risks had been re-scored as part of Covid-19 implications
- ◆ Self-Directed Support (SDS) was no longer a high risk, but classified as medium

Risks scored 15 to 25 were considered very high and risks scored 8 to 12 were considered high risks. The top risks identified for the Resource were detailed in Appendix 2 to the report.

100% of Risk Control Actions for 2019/2020 were completed on time against a Resource target of 90%. This is monitored on a monthly basis by the Central Risk Management Team. A further 8 Risk Control Actions had been identified for completion during 2020/2021 and those actions to mitigate risks would be progressed by the relevant officers.

The Committee decided:

- (1) that the contents of the Resource Risk Register be noted; and
- (2) that it be noted that the outstanding Risk Control Actions would be progressed by relevant officers.

[Reference: Minutes of 11 December 2019 (Paragraph 10)]

13 Transformation and Service Improvement Programme

A report dated 18 December 2020 by the Director, Health and Social Care was submitted providing an update on the Transformation and Service Improvement Programme and the impact of COVID-19 in relation to the following services:-

- ◆ South Lanarkshire's Care Facilities Modernisation Programme
- ◆ Care and Support Review
- ◆ Mental Health Strategy
- ◆ Care at Home Services Improvement Programme
- ◆ Adult and Older People Day Services Review

As part of the Council's commitment to improving later life for adults and older people and to meet the future needs and wishes of those people, a programme of Transformation and Service Improvement was being undertaken by the Health and Social Care Partnership (HSCP). This work supported the delivery of the Integrated Joint Board's Strategic Commissioning Plan and continued to strengthen community-based supports.

Covid-19 had impacted most severely on people who were older or had weakened immune systems and who were typical of people using Council services. The response process had slowed the progress of the Transformation Programme as resources had been redeployed and services suspended.

Work had now resumed and would incorporate all learning from the pandemic situation which would continue to be applied in future months.

Officers responded to members' questions.

The Committee decided: that the content of the report be noted.

14 Children (Equal Protection from Assault) (Scotland) Act 2019: Implemented 7 November 2020

A report dated 24 November 2020 by the Director, Health and Social Care was submitted advising of the implementation of the Children (Equal Protection from Assault) (Scotland) Act 2019 which came into force on 7 November 2020.

In 2015, the report, 'Equally Protected?' provided a review of the evidence commissioned by NSPCC Scotland, Children 1st, Barnardo's Scotland and the Children and Young People's Commissioner Scotland. The report highlighted the negative consequences of physical punishment, including increased levels of aggression and anti-social behaviour from children, and a strong detrimental effect on children's emotional and mental health.

While Scots law protected adults from all forms of physical violence, the Criminal Justice (Scotland) Act 2003 had provided a defence of justifiable assault of a child, which could be exercised where it was claimed a violent act against a child was for the purpose of physical punishment, often referred to as the use of reasonable physical chastisement. The application of the justifiable assault threshold was often challenging for professionals and was seen as counterintuitive to the values and principles of children's human rights.

The Children (Equal Protection from Assault) (Scotland) Act 2019 now gave children the same protections against assault as adults. The impact of similar legislation in other countries had been positive and these countries had usually seen a decrease in the use of physical violence against children and an increase in child wellbeing.

Information was provided on the national implementation of the Act and the role of partner agencies.

The Committee decided: that the content of the report be noted.

15 Position Statement on Prostitution

A report dated 7 December 2020 by the Director, Health and Social Care was submitted on the collaborative work by the South Lanarkshire Gender-Based Violence Partnership in the development of a Position Statement on Prostitution, attached as an appendix to the report.

Gender-based violence was an umbrella term that encompassed a spectrum of abuse experienced mostly by women and girls and perpetrated mainly by men. Tackling gender-based violence remained a key priority within Scotland. Equally Safe, Scotland's strategy for preventing and eradicating violence against women and girls set out a clear vision of 'a strong and flourishing Scotland, where all individuals were equally safe and respected, and where women and girls lived free from all forms of violence and abuse – and the attitudes that helped perpetuate it'.

South Lanarkshire's Gender-Based Violence Partnership was the mechanism to deliver Equally Safe at a local, strategic level. The Partnership was committed to working collaboratively with key partners in the public, private and third sector to prevent and eradicate all forms of violence against women and girls in South Lanarkshire.

In 2014, the European Parliament passed a resolution which recognised that prostitution, forced prostitution and sexual exploitation were gendered issues, and violations of human dignity and human rights. Under the UN Convention on the Elimination of Discrimination against Women, the UK had agreed to take appropriate measures to "supress all forms of traffic in women and exploitation of prostitution of women".

Following debate and some members' concerns that the Position Statement did not include male victims of gender-based violence, it was proposed that the issues raised be fed back to the Gender-Based Violence Partnership to broaden the agenda and that consideration be given to the narrative around the launch of the Position Statement on Prostitution, following consideration of those issues.

The Committee decided:

- (1) to endorse the adoption of the Position Statement on Prostitution, attached as an appendix to the report;
- (2) to support the public launch of Lanarkshire's Position Statement on Prostitution; and
- (3) that the issues raised be fed back to the Gender-Based Violence Partnership to broaden the agenda and that consideration be given to the narrative around the launch of the Position Statement on Prostitution, following consideration of those issues.

Councillor Calikes left the meeting during this item of business

16 Proposed National Framework for Self-Directed Support

A report dated 21 December 2020 by the Director, Health and Social Care was submitted on the response to Social Work Scotland's proposed national framework for Self-Directed Support (SDS).

Following widespread consultation with key national and local stakeholders, Social Work Scotland had developed a national SDS framework which would provide a set of co-produced Standards, helpful resources and action statements, building on the Change Map to assist local authorities in further implementation of SDS.

Social Work Scotland's SDS Project Team met with the Care Inspectorate which nominated South Lanarkshire Council, along with some other local authorities, to be part of the consultation, as an authority that had good tools, documentation and processes in place in relation to assessment, care planning, reviews and resource release/allocation and which also took an outcomes focused approach.

Outlined within the report were the 3 underlying assumptions within the proposed Framework which underpinned the Change Map and the Standards, which had been written for local authorities, outlining a direction of travel based on current evidence and best practice, for the effective implementation of SDS.

The Committee decided: that the content of the report be noted.

17 Chief Social Work Officer Annual Report 2019/2020

A report dated 20 November 2020 by the Director, Health and Social Care was submitted on the Chief Social Work Officer's Annual Report 2019/2020.

There was a statutory requirement for all local authorities to appoint a professionally qualified Chief Social Work Officer (CSWO) who must be registered with the Scottish Social Services Council (SSSC).

The role of the CSWO was to provide professional advice and guidance to local authorities, elected members and officers in the provision of social work services. The CSWO also had responsibility for overall performance improvements and the identification and management of corporate risk insofar as those related to social work services.

The CSWO was required to prepare an annual report of activity, which followed a standardised reporting framework, for submission to the Chief Social Work Advisor for Scotland.

Information was provided on the content of the CSWO's Annual Report which was attached as an appendix to the report.

The Committee decided: that the Chief Social Work Officer's Annual Report 2019/2020, attached as an appendix to the report, be noted.

18 Urgent Business

There were no items of urgent business.