

Minutes of a meeting of the Council held in the Council Chambers, Waipa District Council Offices, 101 Bank Street, Te Awamutu on Tuesday 28 August 2007 commencing at 9.36am.

Opening Prayer

1 PRESENT

His Worship the Mayor AD Livingston

Members

EH Barnes, RJ Cooper, AJH Empson, GC Flay, GH Jull, PL Lee – from item 6.1, EC Newlands – from item 11, GG Scaramuzza – from item 6.1, DL Sharpe, BJ Taranaki, GRP Webber

Staff

Chief Executive (JC Inglis), Group Manager Finance (S Kew) – items 6.1-13, Group Manager Policy & Strategy – from item 18, Group Manager Assets & Community Facilities (JM Mills) – item 14, Engineering Manager (J Kerr), Environmental Safety Manager (J McFarlane) – items 15-16, Secretary (C Plowright)

Public – 2

Mayor Livingston noted with sadness the passing of Councillor Thomas's mother-in-law on the previous weekend. Council's condolences have been passed on to Councillor Thomas and his family.

2 APOLOGIES

RESOLVED

1/07/147

That apologies for lateness be received from Councillors Lee, Newlands and Scaramuzza and an apology for absence be received from Councillor Thomas.

Cr Webber/Cr Jull

3 LATE ITEMS

Mayor Livingston accepted a request for a late item, for information only, on progress made with the Te Awamutu central area upgrade.

4 CONFIRMATION OF ORDER OF MEETING

File: 01-22-21

RESOLVED

1/07/148

That the order of the meeting be confirmed.

Cr Cooper/Cr Empson

5 VISITORS

Nil.

6 MINUTES OF PREVIOUS MEETINGS

File: 01-22-21

Minutes of meeting held on 31 July 2007 were included in the agenda.

RESOLVED

1/07/149

That the minutes of the meeting of the Waipa District Council held on 31 July 2007, having been circulated, be taken as read and confirmed as a correct record.

Cr Barnes/Cr Flay

Matters Arising -

6.1 Waikato Regional Airport Ltd – Annual General Meeting

File: 40-13-01

Res: 1/07/137

The Chief Executive said the Airport Company has advised that the date for the Annual General Meeting (AGM) has been changed since Council resolved to appoint a proxy to attend the meeting and a new date is still to be determined. He said a new resolution should be passed with the changed date and because of the forthcoming Territorial Elections it would be advisable to name the positions of the proxies.

RESOLVED

1/07/150

That, in light of the additional information received from Waikato Regional Airport Limited about the setting of a date for the Annual General Meeting, and because of uncertainty around the date of the meeting, resolution 1/07/137 passed on 31 July 2007 be amended.

Cr Sharpe/Cr Webber

RESOLVED

1/07/151

That Council confirms His Worship the Mayor and, in his absence, the Deputy Mayor be appointed as Council's proxy for the Waikato Regional Airport Limited to vote on behalf of Council at the Airport Company's Annual General Meeting, on a date to be determined and advised by the Airport Company, and any adjournments of that meeting and any other meetings of the Airport Company's shareholders that may be held prior to the next Annual General Meeting in 2008.

Cr Sharpe/Cr Webber

7 COUNCIL COMMITTEE MINUTES

7.1 Policy Committee

File: 01-85-12

Minutes of meeting held on 13 August 2007 were included in the agenda.

RESOLVED

1/07/152

That the unconfirmed minutes of the meeting of the Policy Committee held on 13 August 2007 be received.

Cr Empson/Cr Barnes

7.2 Regulatory Committee

File: 01-89-04

Minutes of meeting held on 30 July 2007 were included in the agenda.

RESOLVED

1/07/153

That the confirmed minutes of the meeting of the Regulatory Committee held on 30 July 2007 be received.

Cr Taranaki/Cr Sharpe

7.3 Maungatautari Reserve Committee

File: 01-85-26

Minutes of meeting held on 1 August 2007 were included in the agenda.

RESOLVED

1/07/154

That the unconfirmed minutes of the meeting of the Maungatautari Reserve Committee held on 1 August 2007 be received.

Cr Cooper/Cr Flay

8 COMMUNITY BOARD MINUTES

8.1 Cambridge

File: 01-21-14

8.1.1 Minutes of meeting held on 1 August 2007 were included in the agenda.

RESOLVED

1/07/155

That the unconfirmed minutes of the meeting of the Cambridge Community Board held on 1 August 2007 be received.

Cr Taranaki/Cr Webber

Matters Arising -

8.2 Te Awamutu

File: 01-21-13

8.2.1 Minutes of meeting held on 14 August 2007 were included in the agenda.

RESOLVED

1/07/156

That the unconfirmed minutes of the meeting of the Te Awamutu Community Board held on 14 August 2007 be received.

Cr Barnes/Cr Empson

9 COUNCILLORS REPORTS FROM CONFERENCES, SEMINARS AND MEETINGS ATTENDED ON BEHALF OF COUNCIL

File: 75-09-06

Verbal reports were provided on Councillors' attendance at -

- A visit to Waikato Regional Airport to see the work on the terminal upgrade.
- Meeting with Cambridge Chamber of Commerce concerning the vision for Cambridge.

10 USE OF COUNCIL SEAL

File: 01-22-30

RESOLVED

1/07/157

That the following schedule of documents to which the Common Seal of the Waipa District Council has been applied under delegated authority be received.

Documents Sealed by Chief Executive

- a) Deed of Lease – KG Boggis (for lease of former Pirongia Library for use as crafts retail store – Pirongia Crafts)
File: 04605/003.00 – P11516
Res: 1/07/116*
- b) Construction of Pipeline and Supply of Water Agreement – Waikato Regional Airport Ltd
File: 04581/220.00
Res: 1/04/39 & 1/05/151*
- c) Warrant to appoint the following as Enforcement Officers (Sections 222, 229 & 232 Building Act 2004, Section 177 Local Government Act 2004, Section 38 Resource Management Act 1991, Section 63 Plumbers, Gasfitters & Drainlayers Act 1976, Section 11 Fencing of Swimming Pools Act 1978 and Inspector and Authorised Enforcement officer to enforce Waipa District Council Bylaws) -*

- *IH Fraser*
- *JC Snyman*
- *EJ Rippey*
- *JC Turney*
- *MJ Johnstone*
- *OM Johnston*
- *GR Wensor*
- *GF Boys*
- *GF Lewis*
- *GL McFarlane*

File: 02-01-40

Res: Delegated authority to CE pursuant to 4.1 Delegations Manual

- d) *Trust Waikato Events Centre Te Awamutu Operating Contract*
File: 27-02-04
Res: IC1/07/16
- e) *Waipa District Refuse Collection & Disposal Bylaw 2007*
File: 45-02-10
Res: 1/07/139
- f) *Fencing Covenant – Stillwater Limited (to protect Council from contributing towards the cost of erection or maintenance of any fence between Lot 1 DP 383097 CT 331867 and the adjoining reserve being Allotment 83 Cambridge Town Belt.*
File: 04530/220.00
Res: SP 0009/07
- g) *Variation to Land Transport Programme (Extension to 30 June 2009)*
File: 55-36-04
Pol Ref: s.5.2 (b)
- h) *Agreement with Land Transport NZ for renewal of schedules 2007/08*
File: 55-36-04
Pol Ref: s.5.2(b)
- i) *Agreement for Sale & Purchase of Land for a Road – DRS & SM Charleston*
File: 27-07-01
Res: 1/07/88
- j) *Easement Instrument – JMR & WE Graham*
File: 04482/806.00
Pol Ref: s.5.1(b)

- k) *Easement Instrument – RJ Le Normand & RJ Law*
File: 04482/811.00
Pol Ref: s.5.1(b)
- l) *Easement Instrument – RD Wilson*
File: 04482/809.00
Pol Ref: s.5.1(b)
- m) *Easement Instrument – SA & ID Watson*
File: 04482/813.00
Pol Ref: s.5.1(b)

Liquor Licenses

- n) *General Manager's Certificate – NA Westerbaan*
File: 33-26-02
Pol Ref: 1.7.19
- o) *General Manager's Certificate – JD Harrison*
File: 33-26-02
Pol Ref: 1.7.19
- p) *General Manager's Certificate – PR Hall*
File: 33-26-02
Pol Ref: 1.7.19
- q) *Club Manager's Certificate – CA Wilkinson*
File: 33-26-02
Pol Ref: 1.7.19
- r) *Club Manager's Certificate – SM Scott*
File: 33-26-02
Pol Ref: 1.7.19
- s) *Club Manager's Certificate – MJ Northcott*
File: 33-26-02
Pol Ref: 1.7.19
- t) *On Licence – Ale House Street Bar & Eatery, 20 Arawata Street, Te Awamutu*
File: 04492/114.00
Pol Ref: 1.7.19
- u) *On Licence – The Clubhouse Sports Bar, 1 Taylor Street, Cambridge*
File:
Pol Ref: 1.7.19
- v) *On Licence – Hamilton International Airport*
File:
Pol Ref: 1.7.19

***Survey Plans sealed by Environmental Services Manager,
Planning Services Manager or Senior Planner***

- w) *Easement to Drain Water – Selmar Holdings Ltd*
File: 4652/111.01
- x) *Release of Bond – Boyle, Fort Street, Cambridge*
File: 04370/522.00
- y) *Sewer Easement – Bilcar Investments Ltd, 166 & 180
Shakespeare Street, Cambridge*
File: 04521.810.00
- z) *Sewer Easement – Oliver Developments Ltd, Oliver Street,
Cambridge*
File: 04370/701.01
- aa) *Release of Bond – Richards & McLaughlin*
File: 4631/367

Cr Cooper/Cr Empson

[The meeting adjourned at 10.15am and reconvened at 10.35am.]

11 FINANCIAL REPORTS

File: 01-84-16

Financial Report for Period Ended 31 July 2007 was included in the agenda.

RESOLVED

1/07/158

That the Financial Report for period ended 31 July 2007 be received.

Cr Empson/Cr Sharpe

[Councillor Newlands joined the meeting at 10.50am.]

Councillor Webber said Council's finances are managed very prudently and Mayor Livingston asked that Mrs Kew convey Council's appreciation to the Treasury Department.

12 RESOLUTION TO EXCLUDE THE PUBLIC

File: 01-37-01

(Section 48, Local Government Official Information and Meetings Act 1987)

RESOLVED

1/07/159

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item Nos	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
13	Report of Group Manager Finance dated 16.08.07	Draft Annual Report for the period ended 30.06.07	Good reason to withhold exists under section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item No		
13	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (discussions with Council's auditor)	Section 7(2) (i)

Cr Cooper/Cr Barnes

13 DRAFT ANNUAL REPORT FOR THE PERIOD ENDED 30 JUNE 2007

File: 01-84-16

Report of Group Manager Finance dated 16 August 2007 was considered with the public excluded.

The public were readmitted at 11.36am.

14 ADOPTION OF WAIPA DISTRICT MAUNGATAUTARI SCENIC RESERVE BYLAW 2007

File: 45-03-50

Waipa District Maungatautari Scenic Reserve Bylaw 2007 was included in the agenda.

The proposed Bylaw was publicly notified on 15 June 2007 and a copy was provided to the Department of Conservation. No submissions were received and on 13 August 2007 Council's Policy Committee recommended that the Bylaw be made and submitted to the Minister of Conservation for approval.

RESOLVED

1/07/160

That the proposed Waipa District Maungatautari Scenic Reserve Bylaw 2007, as presented to and recommended by Council's Policy Committee on 13 August 2007, be made and that it be submitted to the Minister of Conservation for approval.

Cr Cooper/Cr Flay

15 WAIPA RURAL FIRE AUTHORITY – RURAL FIRE PLAN

File: 55-40-01

Waipa District Rural Fire Plan, Sections 2 and 3 were included in the agenda.

Council is required to review Parts 2 and 3 (Readiness and Response) of the Rural Fire Plan within two years of its adoption, and the reviewed sections were considered by Council's Policy Committee on 13 August 2007. The Committee had asked for clarification of clauses 2.10.1 and 2.10.2, concerning Build Up Indexes (BUI), and that clarification was provided in the agenda.

In answer to the question asked by Councillor Sharpe at the Policy Committee meeting, the Chief Executive said the only peat areas that are restricted all year are Lake Maratoto and a section of the Moanatuatua swamplands.

RESOLVED

1/07/161

That having completed a review of Sections 2 and 3 of the Waipa Rural Fire Authority Plan 2005, as required by Section 40 of the Forest and Rural Fire Regulations 2005, and in accordance with Council's Policy Committee's recommendation 2/07/108 of 13 August 2007, the sections so reviewed and amended and set out below be adopted and provided the following clarification in Sections 2.10.1 and 2.10.2:

"2.10.1 ...Generally if the BUI is below 45 or increasing from a level of below 45 the fire risk is low and a restriction is not necessary."

"2.10.2 ...If the BUI has been above 45 for a period of 7 days or more then it is accepted that a period of dryness or elevated fire conditions exists. If the BUI drops after 7 days, even as low as 35 the conditions, when considered with other fire weather indicators, the risk could still be high and a restriction should still remain in place."

Cr Lee/Cr Newlands

Clause No.	PART 2 – READINESS	Justification
2.1	Areas of Responsibility <i>3rd line change area to 'areas'</i>	<i>Administrative</i>
2.3	Appointment of Officers <i>- last paragraph add 'Rural' to read Rural Fire Authority</i>	<i>Administrative</i>
	Personnel Responsibilities (a) <i>- 3rd bullet point remove reference to "Rural Fire Management Code of Practice"</i>	<i>Code of practice no longer a legal requirement</i>
	Personnel Responsibilities (b) <i>- 2nd paragraph, add word 'relevant' to read other relevant committees.</i>	<i>Administrative</i>
2.4	Training and Competency <i>- first paragraph remove reference to Rural Fire Management Code of Practice and add "National Rural Fire Authority Training Standards"</i>	<i>Code of Practice irrelevant</i>
2.5	Inter-Agency Assistance <i>- change Appendix B to Annex 6</i>	<i>Administrative</i>
2.8	Specially Protected Areas <i>Add to end of paragraph "These areas are restricted all year".</i>	<i>Clarification</i>
2.10.2	Restricted Fire Season <i>6th bullet point, change shall to 'may' and no to 'a'</i>	<i>Linkage to Fire Bylaw</i>
2.14	Arrangements and Agreements <i>Add 1977 after Rural Fires Act</i>	<i>Administrative</i>
	PART 3 – RESPONSE	
3.3	Initial Response <i>First paragraph, delete reference to a smoke chaser and add '4x4' ute</i>	<i>Administrative</i>
3.5	Multiple Fires <i>First paragraph, remove word 'be' and change responded to respond.</i>	<i>Administrative</i>
3.14	Protective Clothing <i>First paragraph, remove reference to Rural Fire Management Code of Practice. First bullet point, remove 'leather steel capped boots'.</i>	<i>Code of Practice irrelevant Administrative</i>

16 REPORT ON WAIPA DISTRICT COUNCIL DOG CONTROL POLICY AND PRACTICES FOR 2006/07

File: 33-15-01

Report of Environmental Safety Manager dated 26 July 2007 was included in the agenda.

Councillors were advised that the Dog Control Act 1996 requires Council to provide a report to government each year on Council's dog control policy and practices.

RESOLVED

1/07/162

That

- a) *The report entitled Report on Dog Control Policy and Practices 2006/07 prepared by the Environmental Safety Manager, Jennie McFarlane dated 26 July 2007 be received.*
- b) *Pursuant to Section 10A of the Dog Control Act 1996, the Waipa District Council report on Dog Control Policy and Practices for 2006/2007 as set out in section 7 of the above report be adopted and a copy forwarded to the Secretary for Local Government.*

Cr Barnes/Cr Scaramuzza

17 OBJECTION TO THE STOPPING OF ADDISON STREET, CAMBRIDGE

File: 90-02-25

Report of the Property Advisor dated 14 August 2007 was included in the agenda.

The Chief Executive said four objections were received on the proposal to stop a 10 metre strip of road fronting 66 Addison Street.

RESOLVED

1/07/163

That the report of the Property Advisor dated 14 August 2007 be received and the objections to stopping part of Addison Street be considered.

Cr Taranaki/Cr Sharpe

The Chief Executive said if Council allows the objections then the proposal ceases and the process is at an end. If Council does not allow the objections it must be forwarded to the Environment Court for a decision.

RESOLVED

1/07/164

That the objections to the proposed stopping of a 10 metre strip fronting 66 Addison Street be upheld and that Council approve the reimbursement of any reasonable costs incurred by the owner of the property at 66 Addison Street.

Cr Newlands/Cr Empson

[Councillor Cooper asked for his vote to be record

[The meeting adjourned for lunch at 12.20pm and reconvened at 1.05pm. Councillors Newlands, Scaramuzza and Webber did not rejoin the meeting at that time.]

18 REQUESTS FOR TEMPORARY ROAD CLOSURES FOR CAR CLUB EVENTS

File: 55-21-02

Report of the Regulatory Engineer dated 6 August 2007 was included in the agenda.

Information on requests received by Council for road closures on three different roads for three different events was included in the agenda.

RESOLVED

1/07/165

That -

- a) *The report of JP Snyman, Regulatory Engineer dated 1 August 2007 be received.*
- b) *Council approve the proposed road closure on Kairangi Road as indicated in the advertisements that were published on Wednesday 11 July 2007 and Tuesday 17 July 2007.*

Cr Cooper/Cr Lee

[Councillor Scaramuzza rejoined the meeting at 1.06pm.]

RESOLVED

1/07/166

That -

- a) *The report of JP Snyman, Regulatory Engineer dated 1 August 2007 be received.*
- b) *Council approve the proposed road closure on Sainsbury Road as indicated in the advertisements that were published on Wednesday 11 July 2007 and Tuesday 17 July 2007.*

Cr Taranaki/Mayor Livingston

[Councillors Newlands and Webber rejoined the meeting at 1.07pm.]

It was **moved** Councillor Lee, **seconded** Councillor Flay -

That -

- a) *The report of JP Snyman, Regulatory Engineer, dated 6 August 2007 be received.*
- b) *Council approve the proposed road closure on Maungakawa Road as indicated in the advertisement (Attachment A to the report of the Regulatory Engineer dated 6 August 2007) that was published on Wednesday 18 July 2007.*

Councillor Webber said 9.00am to 6.00pm is a long time for the road to be closed and it would be preferable if the finishing time was earlier. He **moved an amendment, seconded** Councillor Sharpe -

That -

- a) *The report of JP Snyman, Regulatory Engineer, dated 6 August 2007 be received.*
- b) *Council approve the proposed road closure on Maungakawa Road as indicated in the advertisement (Attachment A to the report of the Regulatory Engineer dated 6 August 2007) that was published on Wednesday 18 July 2007 but with the time of the road closure changed to 9.00am to 3.30pm. (Resolution 1/07/167)*

Mayor Livingston put the amendment which was carried. This became the substantive motion which was **carried**.

19 NOTICE OF MOTION – CAPITAL WORKS FOOTPATH PROGRAMME

File: 55-09-01

Councillor Webber moved the following Notice of Motion, which he had provided for inclusion in the agenda, seconded Councillor Taranaki -

That Council complete the capital works footpath programme for 2006/07 as per the priority list presented to the Cambridge Community Board in March 2007 and resolution 5/07/052 confirmed by Council at the April meeting.

Engineering Manager, John Kerr, said the 2006/07 Cambridge footpath renewal and extension programme would be completed within the next few weeks and staff have been able to achieve slightly more metres of footpath than what was included in the programme.

Councillor Webber asked if roads such as Milton Street, which is in a rural residential area but is now part of the Cambridge ward because of the recent ward boundary adjustments, would qualify for a footpath. The Chief Executive said the intention is for Council to provide footpaths in areas that are being developed and the Community Boards are able to advise Council which areas have the greatest need for a footpath.

20 PROPOSED DISTRICT PLAN CHANGE NO 22 – OHAUPO SOUTH RURAL RESIDENTIAL – OPERATIVE STATUS

File: 65-07-22

Report of Planning Services Manager dated 15 August 2007 was included in the agenda.

The Plan Change relates to the inclusion of rural land in Ohaupo within a Rural Residential Policy Area, amendment of financial contributions for roading and water supply upgrades and provision of a Structure Plan to guide future development.

RESOLVED

1/07/168

That

- a) *The report of the Planning Services Manager dated 15 August 2007 be received.*
- b) *Pursuant to Clauses 17 and 20 of the First Schedule to the Resource Management Act 1991, Proposed Plan Change No 22 Ohaupo South Rural Residential (Decisions Version – incorporating the decision of the Environment Court) to the Waipa District Plan attached as Appendix 1, after considering and determining all submissions lodged, shall become operative on 10 September 2007 and that this date shall be publicly notified.*

Cr Sharpe/Mayor Livingston

21 PROPOSED DISTRICT PLAN CHANGE NO 43 – KIHIKIHI RESIDENTIAL – OPERATIVE STATUS

File: 65-07-43

Report of Planning Services Manager dated 15 August 2007 was included in the agenda.

The Plan Change relates to the rezoning of all the land bounded by Whitmore Street, Oliver Street, Grey Street and Dick Street, in Kihikihi from Rural Zone to Residential Zone.

RESOLVED

1/07/169

That -

- a) *The report of the Planning Services Manager dated 15 August 2007 be received.*
- b) *Pursuant to Clauses 17 and 20 of the First Schedule to the Resource Management Act 1991, Proposed Plan Change No 43 Kihikihi Residential (Decisions Version) to the Waipa District Plan (attached as Appendix 1), after considering and determining all submissions lodged shall become operative on 10 September 2007 and that this date shall be publicly notified.*

Cr Empson/Cr Barnes

22 OTHER MINUTES

22.1 Waipa Heritage Council

File: 65-11-02

Minutes of meeting held on 19 July 2007 were included in the agenda.

RESOLVED

1/07/170

That the minutes of the meeting of the Waipa Heritage Council held on 19 July 2007 be received.

Cr Taranaki/Cr Sharpe

Councillor Taranaki said the Heritage Council had been sad to learn of Roger Swarbrick's resignation, as his historical knowledge has been invaluable, and his contribution to Waipa's heritage would be missed. Mayor Livingston said he would write to Roger on behalf of Council.

Councillor Empson said he has noticed the frequent reference to "iconic views" in the Heritage Council minutes and he asked if anything is being done to promote their protection. Rangioawhia ridge and the protection of the view through to St Paul's Church was mentioned as an example. Councillor Sharpe said Council should identify all the areas it would like protected so they can be included in the District Plan when it is reviewed.

The Chief Executive said if those areas could be signalled now, rather than waiting for the District Plan review process to start, consideration could be given to them when requests for development are made.

RESOLVED

1/07/171

That Council begin a process to identify areas that provide iconic heritage so they can be included in the District Plan review and so they can be given consideration when developments are proposed in those areas.

Cr Sharpe/Cr Empson

22.2 Waipa Biodiversity Council

File: 65-09-05

Minutes of meeting held on 16 August 2007 were included in the agenda.

RESOLVED

1/07/172

That the minutes of the meeting of the Waipa Biodiversity Council held on 16 August 2007 be received.

Cr Barnes/Cr Cooper

23 RATEPAYER ASSOCIATION REPORTS

23.1 Pirongia Residents and Ratepayers Association

File: 01-08-07

Minutes of meeting held on 1 August 2007 were included in the agenda.

RESOLVED

1/07/173

That the minutes of the meeting of the Pirongia Residents and Ratepayers Association held on 1 August 2007 be received.

Mayor Livingston/Cr Sharpe

23.2 Ohaupo Ratepayers Association

File: 01-08-37

Minutes of meeting held on 31 July 2007 were included in the agenda.

RESOLVED

1/07/174

That the minutes of the meeting of the Ohaupo Ratepayers Association held on 31 July 2007 be received.

Cr Sharpe/Cr Webber

24 LATE ITEM – TE AWAMUTU CENTRAL AREA UPGRADE

File: 55-28-30

The Chief Executive said it was not possible to provide an update at such short notice as the staff member working on the project is unavailable.

There being no further business the meeting closed at 2.06pm.

CONFIRMED

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MAYOR

Completed and despatched 3 September 2007

Next Meeting: 25 September 2007