# **Public Document Pack**



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9 March 2018

Dear Councillor

# NOTICE OF DELEGATED DECISIONS - (DD26/DD27/DD28/DD29) PURCHASE OF PROPERTIES IN DEAL AND DOVER

Please find attached details of decisions taken by Mr Mike Davis, Director of Finance, Housing and Community, to purchase properties at 6 Tudor House, Deal and at 21 Pencester Court, 23 Hirst Close and 64 Leyburne Road, Dover.

As non-Key Officer Decisions, call-in does not apply (paragraph 18(a) of Part 4 (Rules of Procedure) of the Constitution).

Members of the public who require further information are asked to contact Kate Batty-Smith on 01304 872303 or by e-mail at <a href="mailto:kate.batty-smith@dover.gov.uk">kate.batty-smith@dover.gov.uk</a>.

Yours sincerely

**Democratic Support Officer** 

Rose Brety - Smin

**ENCL** 

1 <u>NOTICE OF DELEGATED DECISIONS - (DD26/DD27/DD28/DD29) PURCHASE OF PROPERTIES IN DEAL AND DOVER</u> (Pages 2-17)

# **Delegated Decision**

Decision No: DD26

Subject: PURCHASE OF 9 TUDOR HOUSE, DEAL

Notification Date: 9 March 2018

Implementation Date: 9 January 2018

Decision taken by: Mike Davis, Director of Finance, Housing and Community

Delegated Authority: Authority delegated by Cabinet at its meeting held on 1

March 2017 (CAB 155 (iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

Decision Type: Executive Non-Key Decision

Call-In to Apply? No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

Reason for Decision:

the A former Council flat at 9 Tudor House, Deal has come onto the

market. A decision is necessary in order to take advantage of the opportunity to purchase the property which will add to the

Council's social housing stock.

**Decision:** To purchase 9 Tudor House, Deal.

- 1. Consideration and Alternatives (if applicable)
- 1.1 See attached report.
- 2. Any Conflicts of Interest Declared?
- 2.1 None.
- 3. Supporting Information (as applicable)
- 4. See attached report.

Subject: **PURCHASE OF 9 TUDOR HOUSE, DEAL** 

Date: 9 January 2018

Decision to be taken Mike Davis, Director of Finance, Housing and Community

Report of: Rebecca Champion, Valuation Officer

Portfolio Holder: Councillor Michael Conolly, Portfolio Holder for Corporate

**Resources and Performance** 

**Decision Type: Executive Non-Key Decision** 

Call-in suspended: be No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

Authority delegated by Cabinet at its meeting held on 1 **Delegated Authority:** 

March 2017 (CAB 155(iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance. approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

Purpose of the report: A former Council flat at 9 Tudor Court, Deal recently came onto

the market. A decision is necessary in order to take advantage of the opportunity to purchase the property which will add to the

Council's social housing stock.

**Recommendation:** To purchase 9 Tudor House, Deal

#### 1. Summary

At its meeting held on 1 March 2017, Cabinet agreed that the Director of Finance, Housing and Community should be authorised to purchase properties on the open market or at auction, in consultation with the Portfolio Holder for Corporate Resources and Performance, providing they represent good value for money.

1.1 The former Council property, 9 Tudor House, has become available on the market and it is considered that the Council should attempt to purchase it.

#### 2. **Introduction and Background**

2.1 The Council (and Cabinet) approved a recommendation within the Budget 2015/16 and Medium-Term Financial Plan 2015/16-2017/18 to purchase properties through normal sale/negotiation, submission of bids or bids at auction as and when they arise, subject to them representing good value for money or otherwise improving the housing stock. On the basis that market opportunities to purchase these properties are likely to arise at short notice, Cabinet also agreed in March 2017 to delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, the approval of offers, tenders or bids for the purchase of properties on the open market or at auction.

- 9 Tudor House is a 2-bedroom flat that was purchased from the Council under the 'Right to Buy' (RTB) scheme. The property recently came onto the market and an officer from the Council's Property Services Team carried out a survey of the property and confirmed it would meet the Council's requirements. Following consultation with the Portfolio Holder for Corporate Resources and Performance, an offer of £138,000 was made and subsequently accepted by the vendor. The Estate Valuation Manager considers the price offered represents good value for money. Once purchased the intention is to let the property.
- 2.3 The cost of purchasing the property will be met from a combination of Housing Initiative Reserve (HIR) funds (within the Housing Revenue Account (HRA)) and excess RTB receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rental income from the property will be credited to the Housing Revenue Account (HRA).
- 2.4 It is expected that the property will generate a gross rental income of £4,181.84 per annum and on this basis the investment should be repaid within 33 years.

- 3.1 Option 1: To purchase 9 Tudor House, Deal
- 3.2 Option 2: Not purchase 9 Tudor House, Deal

### 4. Evaluation of Options

- 4.1 Option 1 is the recommended option. The purchase price represents good value for money compared to the cost of a new build property and will increase the Council's Housing stock to meet housing need.
- 4.2 Option 2 is not recommended as it fails to take advantage of a good opportunity to increase the housing stock to help meet housing need.

#### 5. **Resource Implications**

- 5.1 The cost of purchasing the property will be met from a combination of HIR funds and the excess Right to Buy receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rent income from the property will be credited to the HRA.
- It is expected that the property will generate a gross rental income of £4,181.84 per annum and on this basis the investment should be repaid within 33 years.

- 6.1 Comment from the Section 151 Officer: Accountancy have been consulted during the writing of this report and have no further comments to make (BW)
- 6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.
- 6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <a href="http://www.legislation.gov.uk/ukpga/2010/15">http://www.legislation.gov.uk/ukpga/2010/15</a>.

6.4 Other Officers (as appropriate): None received

# 7. Appendices

None.

# 8. Background Papers

Relevant papers on file

# **Delegated Decision**

**DD27 Decision No:** 

Subject: **PURCHASE OF 21 PENCESTER COURT, DOVER** 

**Notification Date:** 9 March 2018

**Implementation Date:** 9 January 2018

**Decision taken by:** Mike Davis, Director of Finance, Housing and Community

**Delegated Authority:** Authority delegated by Cabinet at its meeting held on 1

> March 2017 (CAB 155 (iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

**Decision Type: Executive Non-Key Decision** 

Call-In to Apply? No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

Reason for

**the** A former Council flat at 21 Pencester Court, Dover has come onto **Decision:** 

the market. A decision is necessary in order to take advantage of the opportunity to purchase the property which will add to the

Council's social housing stock.

**Decision:** To purchase 21 Pencester Court, Dover.

1. **Consideration and Alternatives** (if applicable)

1.1 See attached report.

2. **Any Conflicts of Interest Declared?** 

2.1 None.

Supporting Information (as applicable) 3.

See attached report. 4.

Subject: **PURCHASE OF 21 PENCESTER COURT, DOVER** 

Date: 9 January 2018

Decision to be taken Mike Davis, Director of Finance, Housing and Community

Report of: Rebecca Champion, Valuation Officer

Portfolio Holder: Councillor Michael Conolly, Portfolio Holder for Corporate

**Resources and Performance** 

**Decision Type: Executive Non-Key Decision** 

Call-in suspended: be No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

Authority delegated by Cabinet at its meeting held on 1 **Delegated Authority:** 

> March 2017 (CAB 155(iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance. approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

Purpose of the report: A former Council flat at 21 Pencester Court, Dover recently came

> onto the market. A decision is necessary in order to take advantage of the opportunity to purchase the property which will

add to the Council's social housing stock.

**Recommendation:** To purchase 21 Pencester Court, Dover

#### 1. Summary

At its meeting held on 1 March 2017, Cabinet agreed that the Director of Finance, Housing and Community should be authorised to purchase properties on the open market or at auction, in consultation with the Portfolio Holder for Corporate Resources and Performance, providing they represent good value for money.

1.1 The former Council property, 21 Pencester Court, has become available on the market and it is considered that the Council should attempt to purchase it.

#### 2. **Introduction and Background**

2.1 The Council (and Cabinet) approved a recommendation within the Budget 2015/16 and Medium-Term Financial Plan 2015/16-2017/18 to purchase properties through normal sale/negotiation, submission of bids or bids at auction as and when they arise, subject to them representing good value for money or otherwise improving the housing stock. On the basis that market opportunities to purchase these properties are likely to arise at short notice, Cabinet also agreed in March 2017 to delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, the approval of offers, tenders or bids for the purchase of properties on the open market or at auction.

- 2.2 21 Pencester Court is a 3-bedroom flat that was purchased from the Council under the 'Right to Buy' (RTB) scheme. The property recently came onto the market and an officer from the Council's Property Services Team carried out a survey of the property and confirmed it would meet the Council's requirements. Following consultation with the Portfolio Holder for Corporate Resources and Performance, an offer of £125,000 was made and subsequently accepted by the vendor. The Estate Valuation Manager considers the price offered represents good value for money. Once purchased the intention is to let the property.
- 2.3 The cost of purchasing the property will be met from a combination of Housing Initiative Reserve (HIR) funds (within the Housing Revenue Account (HRA)) and excess RTB receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rental income from the property will be credited to the Housing Revenue Account (HRA).
- 2.4 It is expected that the property will generate a gross rent income of £4,327.44 per annum and on this basis the investment should be repaid within 29 years.

- 3.1 Option 1: To purchase 21 Pencester Court, Dover.
- 3.2 Option 2: Not to purchase 21 Pencester Court, Dover.

### 4. Evaluation of Options

- 4.1 Option 1 is the recommended option. The purchase price represents good value for money compared to the cost of a new build property and will increase the Council's Housing stock to meet housing need.
- 4.2 Option 2 is not recommended as it fails to take advantage of a good opportunity to increase the housing stock to help meet housing need.

# 5. **Resource Implications**

- 5.1 The cost of purchasing the property will be met from a combination of HIR funds and the excess Right to Buy receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rent income from the property will be credited to the HRA.
- 5.2 It is expected that the property will generate a gross rent income of £4,327.44 per annum and on this basis the investment should be repaid within 29 years.

- 6.1 Comment from the Section 151 Officer: Accountancy have been consulted during the writing of this report and have no further comments to make. (BW)
- 6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.
- 6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 http://www.legislation.gov.uk/ukpga/2010/15

6.4 Other Officers (as appropriate): None received.

# 7. Appendices

None.

# 8. Background Papers

Relevant papers on file

# **Delegated Decision**

**DD28 Decision No:** 

Subject: PURCHASE OF 23 HIRST CLOSE, DOVER

**Notification Date:** 9 March 2018

**Implementation Date:** 9 January 2018

**Decision taken by:** Mike Davis, Director of Finance, Housing and Community

**Delegated Authority:** Authority delegated by Cabinet at its meeting held on 1

March 2017 (CAB 155 (iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

**Decision Type: Executive Non-Key Decision** 

Call-In to Apply? No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

Reason for

**Decision:** 

the A former Council flat at 23 Hirst Close, Dover has come onto the

market. A decision is necessary in order to take advantage of the opportunity to purchase the property which will add to the

Council's social housing stock.

**Decision:** To purchase 23 Hirst Close Road, Dover.

1. **Consideration and Alternatives** (if applicable)

1.1 See attached report.

2. **Any Conflicts of Interest Declared?** 

2.1 None.

3. Supporting Information (as applicable)

4. See attached report.

Subject: **PURCHASE OF 23 HIRST CLOSE, DOVER** 

Date: 9 January 2018

Decision to be taken Mike Davis, Director of Finance, Housing and Community

Report of: Rebecca Champion, Valuation Officer

Portfolio Holder: Councillor Michael Conolly, Portfolio Holder for Corporate

**Resources and Performance** 

**Executive Non-Key Decision Decision Type:** 

Call-in suspended: be No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

Authority delegated by Cabinet at its meeting held on 1 **Delegated Authority:** 

March 2017 (CAB 155(iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance. approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

Purpose of the report: A former Council flat at 23 Hirst Close, Dover recently came onto

> the market. A decision is necessary in order to take advantage of the opportunity to purchase the property which will add to the

Council's social housing stock.

**Recommendation:** To purchase 23 Hirst Close, Dover

#### 1. Summary

- 1.1 At its meeting held on 1 March 2017, Cabinet agreed that the Director of Finance, Housing and Community should be authorised to purchase properties on the open market or at auction, in consultation with the Portfolio Holder for Corporate Resources and Performance, providing they represent good value for money.
- 1.2 The former Council property, 23 Hirst Close, has become available on the market and it is considered that the Council should attempt to purchase it.

#### 2. **Introduction and Background**

2.1 The Council (and Cabinet) approved a recommendation within the Budget 2015/16 and Medium-Term Financial Plan 2015/16-2017/18 to purchase properties through normal sale/negotiation, submission of bids or bids at auction as and when they arise, subject to them representing good value for money or otherwise improving the housing stock. On the basis that market opportunities to purchase these properties are likely to arise at short notice, Cabinet also agreed in March 2017 to delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, the approval of offers, tenders or bids for the purchase of properties on the open market or at auction.

- 2.2 23 Hirst Close is a 2-bedroom flat that was purchased from the Council under the 'Right to Buy' (RTB) scheme. The property recently came onto the market and an officer from the Council's Property Services Team carried out a survey of the property and confirmed it would meet the Council's requirements. Following consultation with the Portfolio Holder for Corporate Resources and Performance, an offer of £100,000 was made and subsequently accepted by the vendor. The Estate Valuation Manager considers the price offered represents good value for money. Once purchased the intention is to let the property.
- 2.3 The cost of purchasing the property will be met from a combination of Housing Initiative Reserve (HIR) funds (within the Housing Revenue Account (HRA)) and excess RTB receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rental income from the property will be credited to the Housing Revenue Account (HRA).
- 2.4 It is expected that the properties will generate a gross rent income of £4,078.36 per annum and on this basis the investment should be repaid within 25 years.

- 3.1 Option 1: To purchase 23 Hirst Close, Dover
- 3.2 Option 2: Not purchase 23 Hirst Close, Dover

### 4. Evaluation of Options

- 4.1 Option 1 is the recommended option. The purchase price represents good value for money compared to the cost of a new build property and will increase the Council's Housing stock to meet housing need.
- 4.2 Option 2 is not recommended as it fails to take advantage of a good opportunity to increase the housing stock to help meet housing need.

#### 5. **Resource Implications**

- The cost of purchasing the property will be met from a combination of HIR funds and the excess Right to Buy receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rent income from the property will be credited to the HRA.
- 5.2 It is expected that the properties will generate a gross rent income of £4,078.36 per annum and on this basis the investment should be repaid within 25 years.

- 6.1 Comment from the Section 151 Officer: Accountancy have been consulted during the writing of this report and have no further comments to make. (BW)
- 6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.
- 6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <a href="http://www.legislation.gov.uk/ukpga/2010/15">http://www.legislation.gov.uk/ukpga/2010/15</a>.

6.4 Other Officers (as appropriate): None received.

# 7. Appendices

None.

# 8. Background Papers

Relevant papers on file

# **Delegated Decision**

**DD29 Decision No:** 

Subject: PURCHASE OF 64 LEYBURNE ROAD, DOVER

**Notification Date:** 9 March 2018

**Implementation Date:** 9 January 2018

**Decision taken by:** Mike Davis, Director of Finance, Housing and Community

**Delegated Authority:** Authority delegated by Cabinet at its meeting held on 1

> March 2017 (CAB 155 (iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

**Decision Type: Executive Non-Key Decision** 

Call-In to Apply? No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

Reason for

**Decision:** 

**the** A former Council flat at 64 Leyburne Road, Dover has come onto

the market. A decision is necessary in order to take advantage of the opportunity to purchase the property which will add to the

Council's social housing stock.

To purchase 64 Leyburne Road, Dover.

1. **Consideration and Alternatives** (if applicable)

- 1.1 See attached report.
- 2. **Any Conflicts of Interest Declared?**
- 2.1 None.

**Decision:** 

- 3. Supporting Information (as applicable)
- 4. See attached report.

Subject: PURCHASE OF 64 LEYBURNE ROAD, DOVER

Date: 9 January 2018

Decision to be taken Mike Davis, Director of Finance, Housing and Community

Report of: Rebecca Champion, Valuation Officer

Portfolio Holder: Councillor Michael Conolly, Portfolio Holder for Corporate

**Resources and Performance** 

**Executive Non-Key Decision Decision Type:** 

Call-in suspended:

be No (Call-in does not apply to Non-Key Officer Decisions)

Classification: Unrestricted

**Delegated Authority:** Authority delegated by Cabinet at its meeting held on 1st

March 2017 (CAB 155(iii) (C) to: 'Delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance. approval of offers, tenders or bids for the purchase of properties on the open market or at auction, in order to

respond to market opportunities'.

Purpose of the report: A former Council flat at 64 Leyburne Road, Dover recently came

> A decision is necessary in order to take onto the market. advantage of the opportunity to purchase the property which will

add to the Council's social housing stock.

**Recommendation:** To purchase 64 Leyburne Road, Dover

#### 1. Summary

- 1.1 At its meeting held on 1 March 2017, Cabinet agreed that the Director of Finance, Housing and Community should be authorised to purchase properties on the open market or at auction, in consultation with the Portfolio Holder for Corporate Resources and Performance, providing they represent good value for money.
- 1.2 The former Council property, 64 Leyburne Road, has become available on the market and it is considered that the Council should attempt to purchase it.

#### 2. **Introduction and Background**

2.1 The Council (and Cabinet) approved a recommendation within the Budget 2015/16 and Medium-Term Financial Plan 2015/16-2017/18 to purchase properties through normal sale/negotiation, submission of bids or bids at auction as and when they arise, subject to them representing good value for money or otherwise improving the housing stock. On the basis that market opportunities to purchase these properties are likely to arise at short notice, Cabinet also agreed in March 2017 to delegate to the Director of Finance, Housing and Community, in consultation with the Portfolio Holder for Corporate Resources and Performance, the approval of offers, tenders or bids for the purchase of properties on the open market or at auction.

- 2.2 64 Leyburne Road is a 2 bedroom flat that was purchased from the Council under the 'Right to Buy' (RTB) scheme. The property recently came onto the market and an officer from the Council's Property Services Team carried out a survey of the property and confirmed it would meet the Council's requirements. Following consultation with the portfolio holder for Corporate Performance and Resources an offer of £105,000 was made and subsequently accepted by the vendor. The Estate Valuation Manger considers the price offered represents good value for money and a decision needs to be taken to proceed with the purchase.
- 2.3 The cost of purchasing the property will be met from a combination of Housing Initiative Reserve (HIR) funds (within the Housing Revenue Account (HRA)) and excess RTB receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rental income from the property will be credited to the Housing Revenue Account (HRA).
- 2.4 It is expected that the property will generate a gross rental income of £4,327.44 per annum and on this basis the investment should be repaid within 25 years.

- 3.1 Option 1: To purchase 64 Leyburne Road, Dover.
- 3.2 Option 2: Not to purchase 64 Leyburne Road, Dover.

### 4. Evaluation of Options

- 4.1 Option 1 is the recommended option. The purchase price represents good value for money compared to the cost of a new build property and will increase the Council's Housing stock to meet housing need.
- 4.2 Option 2 is not recommended as it fails to take advantage of a good opportunity to increase the housing stock to help meet housing need.

#### 5. **Resource Implications**

- 5.1 The cost of purchasing the property will be met from a combination of HIR funds and the excess Right to Buy receipts which are ring-fenced for 'one for one' affordable housing replacement. This will help to ensure that the Council maximises the expenditure of RTB receipts before their 'use by' date. The rent income from the property will be credited to the HRA.
- 5.2 It is expected that the properties will generate a gross rent income of £4,327.44 per annum and on this basis the investment should be repaid within 25 years.

- 6.1 Comment from the Section 151 Officer: Accountancy have been consulted during the writing of this report and have no further comments to make. (BW)
- 6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.
- 6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <a href="http://www.legislation.gov.uk/ukpga/2010/15">http://www.legislation.gov.uk/ukpga/2010/15</a>.

6.4 Other Officers (as appropriate): None received

# 7. Appendices

None.

# 8. Background Papers

Relevant papers on file