



Title of meeting: Cabinet Member for Transport Decision meeting

Date of meeting: 10 August 2023

Subject: Portsmouth Bike Hangars and Bike Corrals

Report by: Kerri Farnsworth - Interim Director of Regeneration
Chi Sharpe, Active Travel Officer

Report Author:

Wards affected: All

Key decision: No

Full Council decision: No

1. Purpose of report

1.1 The purpose of this report is to make recommendations on the Bike Hangars Phase 2 and Corral project under Experimental Traffic Regulation Order (ETRO) 67/2022 and ETRO 37/21 part B.

2. Recommendations

It is recommended that the Cabinet Member for Transport:

- 2.1 **Approves to make permanent the provisions of ETRO 67/2022 (second phase of Bike Hangars and corrals in various roads), with the exception of the bike hangar in Landguard Road;**
- 2.2 **Approves the making permanent of the provisions of ETRO 37/2021 Part B (relocated bike hangar in Lucknow Road).**

3. Background

3.1 The Portsmouth Transport Strategy¹, (Local Transport Plan 4), outlines the need to prioritise walking and cycling in and around Portsmouth, providing good quality infrastructure, as well as provision of secure cycling parking in areas of demand. Policy G of this strategy outlines the need to; Establish a cohesive and continuous network of attractive, inclusive, safe and accessible walking and cycling routes accompanied by cycle parking facilities.

¹ [Portsmouth Transport Strategy 2021-2038](#)

- 3.2 Portsmouth has some of the highest levels of cycle theft in the region, partly because of a lack of secure cycle parking in the city and fear of theft is a significant deterrent to more cycling².
- 3.3 Lack of storage space and locations for cycle parking is also a key barrier to cycling in the city, in 2021 a pilot was designed to enable those residents without this storage space to be able to keep their bike securely, close to home.
- 3.4 A pilot was launched in spring 2021 under ETRO 37 2021, introducing secure cycle parking by means of "bike hangars". These are secure lockable pods which are installed on the footway if there is sufficient space or in the carriageway (see image 1). Bike parking within the hangars are rented out to residents who are then issued with a key to access a hangar. The units under the trial were free to use but residents were made aware that a charge of £30 per year follows after the trial. This charge is made to cover the administration of the project and the maintenance of the bike hangars. More information can be found here: <https://travel.portsmouth.gov.uk/schemes/bikehangars>

Image 1 - bike hangar



- 3.5 In February 2021, 8 bike hangars were installed in locations across the city. Following feedback and further requests for bike hangars in Portsmouth, the initial phase was followed by an additional 8 locations which were installed in February 2023. A map is provided in appendix A of this report outlining the locations where these have been installed.

² Portsmouth Future Mobility Zone bid application

3.6 Phase 1:

1. Manners Road x1
2. Lucknow Street x1
3. Eastfield Road x1
4. Addison Road x2
5. Hunter Road x1
6. Clarence Road x1
7. Guildford Road x1
8. Sultan Road x1

3.7 Phase 2

9. Methuen Road x1
10. Worsley Street x1
11. Binsteed Road x1
12. Lennox Road South x1 Off Street
13. Collingwood Road x1 Off Street
14. Lumsden/Ferry Road x2 Off Street
15. Francis Avenue x1

3.8 The methodology which was developed from lessons of the pilot and takes into consideration a number of criteria including:

- Number of requests (multiple requests from one household are counted as one request)
- Type of properties. Flats, houses that are flat fronted with no garden, Flat fronted with no rear access all properties with difficulty storing bikes, lack of outdoor secure space to store bikes.
- The resident requesting must be happy to have the Bike Hanger outside their property. (if the Active Travel team come to install and the resident has changed their mind the next resident in the road will be asked. If all in the road do not want it outside their property, then another road will be chosen by officers from the street nomination tool)
- Level of local support and anticipated uptake
- Geographical spread of requests and provision of bike hangars across the City
- Impact on other local cycle parking infrastructure
- Availability of suitable space to accommodate bike hangar.
- Date of request (first come first serve)

Officers will consider all of the above factors in determining whether to programme the provision of a bike hangar in requested roads.

3.9 The statutory public consultation was undertaken through an Experimental Traffic Regulation Order. Residents living within 150 metres of a bike hangar or cycle corral location received consultation documents and were given the opportunity to respond to through the ETRO consultation. The responses received are outlined in Appendix A of this report.

4 Bike Hangars Phase 2

4.1 The bike hangars in phase 2 were installed in February 2023. The units were provided by Cycle-Works working with Portsmouth City Council. The units hold 5 bikes each.

- 4.2 From the 16 locations installed across Portsmouth as part of phases 1 and 2 of the bike hangar scheme, all units installed are at capacity, and currently have a waiting list. This is being managed by Cycle-Works as part of the operation and maintenance of the scheme.
- 4.3 The data below shows the number of people currently on the waiting list for each of the installed bike hangars in phase 2. Please note, these figures are from July 2023 at the time of writing this report.
- Collingwood Road 9
 - Ferry Road 10
 - Francis Avenue 8
 - Lennox Road South 10
 - Methuen Road 8
 - Worsley Street 10
 - Binstead Road 2
- 4.4 In addition to the waiting list for locations already installed in the city, Portsmouth City Council at the time of writing this report have received 450 further requests for additional bike hangars in Portsmouth.

5. Experimental Traffic Regulation Order 67/2022 Consultation

- 5.1 The ETRO 67/2022 came into force on the 8th of June 2022. The corrals were installed 6 days later. Under an Experimental TRO (ETRO), which can last a maximum of eighteen months, the first six months of operation serves as the consultation period. Due to unforeseen circumstances the Bike Hangars were not installed until 10th of February 2023; the consultation period was therefore informally extended until 10th July 2023. The public notice is outlined in appendix C of this report.
- 5.2 During the consultation Portsmouth City Council received one response from Methuen Road and four responses from residents of Landguard Road (detailed in appendix A). One objection from Methuen Road, and three from Landguard Road. All four objections were citing the lack of available parking within their road and how a bike hangar may take up additional space for vehicles. The other response was positive to Landguard Road supporting the installation of a bike hangar.
- 5.3 The full responses are outlined below in Appendix B of this report.
- 5.4 These responses were considered and discussed with the Member for Traffic and Transport who chose to not move ahead with Landguard Road in favour of a second unit in Ferry Road.

6. Experimental Traffic Regulation Order 37/2021 Part B Consultation

- 6.1 Following the first trial, we were contacted by residents of Sainsbury Lodge who requested that the Lucknow Street Hangar was moved further away from their vehicular access to improve visibility and ease manoeuvring onto the road.



- 6.2 ETRO 37/2021 Part B was introduced on the 14th of February 2022 to relocate the hangar one parking space from the existing location to help with visibility. The move was successful and alleviated the concerns of the residents. The public notice is provided in Appendix D of this report.
- 6.3 Part B has received no feedback since its introduction in February 2022.

7. Cycle Corrals

- 7.1 Following requests from the local community for additional cycle parking on Marmion Road and near Southsea Beach Café, Portsmouth City Council installed a new type of cycle parking, called a Cycle Corral at these two locations. Bicycle Corrals provide space for six bicycles to park and utilise less than half of one car parking space. The bike corrals were installed under the same ETRO as the Bike Hangars. The bike corrals are open to any pedal cycle free of charge and include rails to which bikes can be locked.
- 7.2 The Corrals did not receive any formal feedback from the ETRO 67 consultation.
- 7.3 The corrals have been in place since the 6th of June 2022 and are being regularly used by residents and tourists who visit Marmion Road and Southsea seafront.
- 7.4 During the trial Portsmouth City Council surveyed users of the corrals by online survey with a QR code attached to the units. The survey was open from 11 November until 3 March 2023. A full breakdown of the Corral Survey can be found in Appendix E of this report.

The objectives were:

1. To understand how the bike corrals are being used
2. To understand users and non users opinions of the bike corral installation
3. To explore barriers to using bike corrals
4. To identify other beneficial places bike corrals could be installed in the city

- 7.5 The survey received a total of 117 responses.

- 7.6 Survey Feedback summary:

- Most respondents have positive feelings towards the installation of bike corrals in Portsmouth - over three quarters of respondents feel 'very positive' (69%) or 'positive' (21%) about the installations. On the other hand, 13% of respondents have negative feelings towards them.
- Of those respondents that have positive feelings towards the bike corrals being installed, the most common reasons for this are that the bike corrals make cycling in the city safer and provide a more secure way of locking up bikes. Respondents feel that having more secure cycle parking helps to promote walking and cycling in the city.
- Respondents who have positive feelings about the bike corrals also like that they are situated on roads as they do not disrupt the pavements for pedestrians. They further comment that bike corrals are beneficial to provide space for families who may need to lock up a group of bikes all at once or during the busy summer months where regular cycle parking are full.

- Respondents with negative feelings towards the bike corrals do not like that they take up a car parking space on the road and feel this is made worse if they are seldom used.
- Some respondents also had concerns over the safety of entering and exiting the bike corrals and say they are placed awkwardly.
- The majority of respondents support more bike corrals being installed in the city. Various locations along Albert Road, Elm Grove and Old Portsmouth are some of the most popular places listed as being beneficial to having a bike corral installed.

7.7 Images of the locations where cycle corrals have been installed:

Image 2: Marmion Road cycle corral



Image 3: Southsea Seafront cycle corral



8. Reason for recommendations

- 8.1 All of the bike hangar units installed as part of phase 2 of this project, are fully utilised and have a significant waiting list showing there is clear appetite and further demand for safe and secure cycle parking.
- 8.2 The Council have received an additional 450 requests around the time of writing this report (increasing from 190 in 2022) requests for new hangars in 250 different roads. This demonstrates the demand for this secure cycle parking within the city.
- 8.3 The recommendations of this report support the delivery and complement the adopted Portsmouth Transport Strategy³, (Local Transport Plan 4), which outlines the need to prioritise walking and cycling in and around Portsmouth, providing good quality infrastructure, as well as provision of secure cycling parking in areas of demand. Policy G of this strategy outlines the need to; Establish a cohesive and continuous network of attractive, inclusive, safe and accessible walking and cycling routes accompanied by cycle parking facilities.
- 8.4 The ETRO consultation received five responses from two roads, four objections and one in support. Following these responses, in discussions with the Cabinet Member for Traffic & Transportation, the bike hangar in Landguard Road was not implemented. One objection was received for Methuen Road.
- 8.5 The Bike Corral informal survey feedback outlined in appendix E of this report, outlined that the installation of the bike corrals have encouraged people to walk or cycle more often; over

³ [Portsmouth Transport Strategy 2021-2038](#)

a third of respondents (36%) have reported walking or cycling 'more' or 'much more often' than before.

- 8.6 Users of the bike corrals reported to have been overall satisfied with their experience - 94% of users report being 'satisfied' or 'very satisfied'
- 8.7 The majority of respondents support more bike corrals being installed in the city. Various locations along Albert Road, Elm Grove and Old Portsmouth are some of the most popular places listed as being beneficial to having a bike corral installed.
- 8.8 The cycle corrals did not receive any formal objections and overall have been received positively from the feedback of the survey.

9. Integrated impact assessment

- 9.1 A full integrated impact assessment accompanies this report, in appendix F

10. Legal implications

- 10.1 It is the duty of a local authority to manage its road network with a view to achieving, so far as may be reasonably practicable having regard to its other obligations, policies and objectives, the following objectives:
a) securing the expeditious movement of traffic on the authority's road network; and
b) facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority.
- 10.2 Local authorities have a duty to take account of the needs of all road users, take action to minimise, prevent or deal with congestion problems, and consider the implications of decisions for both their network and those of others.
- 10.3 The procedural provisions for giving permanent effect to an experimental order is set out in regulations 23 and schedule 5 of The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 (LATOPR 1996).
- 10.4 Regulation 23 provides that an experimental order can be made permanent providing the following requirements are adhered to:
10.4.1 The following statements were included in the notice of making the experimental order:
 - that the order making authority will be considering in due course whether the provisions of the experimental order should be continued in force indefinitely
 - A person may object to the experimental order continuing for an indefinite period within 6 Months of the order beginning on the date the order came into force (or within 6 months beginning on date the order is varied or modified)
 - That any objections must be in writing, state the grounds on which it is made and be sent to an address specified in the notice
- 10.4.2 The following documents were deposited and kept available for inspection beginning from the date on which the advertisement of the experimental order is first

published and ending on the date the order ceases to have effect:

- a. a copy of the relevant notice of proposals and, if the order has been made, of the relevant notice of making;
- b. a copy of the order as proposed to be made or as made (as the case may be);
- c. a map which clearly shows the location and effect of the order as proposed to be made or as made (as the case may be) and, where appropriate, alternative routes for diverted traffic;
- d. a statement setting out the reasons why the authority proposed to make the order including, in the case of an experimental order, the reasons for proceeding by way of experiment and a statement as to whether the authority intends to consider making an order having the same effect which is not an experimental order;
- e. if the order varies, revokes, applies or suspends another order, a copy of that other order;
- f. if the order has been made after the holding of a public inquiry, a copy of the report and recommendations (if any) of the inspector; and
- g. where the experimental order has been modified in accordance with section 10(2) RTRA a statement of the effect of each such modification

10.5 Where the above has been satisfied regulations 6 (consultation), 7 (notice of proposals) and 8 (objections) do not apply.

10.6 Regulations place restrictions on the ability to suspend or modify the provisions of an ETRO. An order making part only of an ETRO would effectively be a modification. An ETRO can only be varied if a specific power to do so is reserved in the order itself and the order cannot be varied so as to make additions to the order.

10.7 It is possible to suspend or modify certain provisions of an experimental order and to make permanent the order as suspended or modified provided that:

- a) the experimental order included a specific provision empowering a specified officer to modify or suspend the operation of the order or any provision of it if it appears to him essential:
 - (i). in the interests of the expeditious, convenient and safe movement of traffic;
 - (ii). in the interests of providing suitable and adequate on-street parking facilities; or
 - (iii). for preserving or improving the amenities of the area through which any road affected by the order runs;
- b) The notice requirements in section 10 (2) of the RTRA have been fully complied with;
- c) No variation or modification of the order was made than 12 months after the order was made; and
- d) A statement of the effect of each modification has been included with the documents deposited in accordance with the provisions of regulation 23 of the 1996 Regulations.

10.8 A new TRO or ETRO will be required if it is decided to introduce further cycle stations following the completion of the consultation.

11. Director of Finance's comments

11.1 There are no financial implications in the recommendations in this report.



- 11.2 The cost of implementing the bike hangars was funded from Local Authority Cycling and Walking Capability Revenue Grant.
- 11.3 The cost of the corrals was funded through the Cycle Parking Across the City allocation in the approved capital programme.



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Signed by:

Appendices:

Appendix A: Bike hangar and bike corral map of locations

Appendix B: ETRO consultation feedback

Appendix C: Experimental Order No. 67 2022

Appendix D: Experimental Order No. 37 Part B 2022

Appendix E: Full breakdown of the Corral Survey

Appendix F: Integrated Impact Assessment

Appendix A: Bike hangar and Bike corral locations



Appendix B: ETRO consultation feedback

1. Objection 1. Manners Road

I'm writing to express my strong disapproval of the proposed cycle bay on Methuen Road.

The parking on this street is absolutely dispicable, and with this cycle bay the parking situation will worsen. I myself only drive a smart car measuring 2.5m and I struggle to park on this street, let alone anywhere near my property.

Additionally the church regularly has parishioners visiting so this end of the street is already very busy. Additional room is required for funerals and such forth. Please consider moving this proposed bay to the opposite end of Methuen road, by Carpenter Close where some of the residents have their own parking on the property and there is not the use of a Church.

Or please relocate to anywhere else, there isn't a que of cyclists looking for somewhere to park! People have gardens, and quite frankly anything parked there would be vandalised or stolen.

1. Objection 1 Resident, Landguard Road

I would like to strongly object to the proposed bike shed or cycle parking container (whatever they are called). It is a nightmare to park in Landguard Road and all surrounding roads, the council already force us to pay to park outside our house, even though we are forced to pay the council for parking we still spend over an hour some evenings driving around and around trying to park.

To have a friend to visit I have to pay £1.55 just for 2 hours , which is disgusting and now you are planning on making it even harder to park by putting one of them very ugly tin green cans on our road so we lose more parking that we have to pay for when everyone in the road has a garden where they can store their bikes. These ugly green bike shed things are the biggest waste of space and money ever and to force people to line the councils pockets just to park outside their homes and then remove more space by adding these very ugly bike shed which always sit empty is a disgrace, I understand the Liberal Democratic when everyone on bikes but you are in fact forcing people to leave Portsmouth because you are making impossible to live in our streets with these awful resident parking rules and these ugly bike sheds.

This bike shed is a every bad idea and no one in the road wants to lose more precious parking spaces when we are all capable of taking our bikes and storing them in our gardens.

In my opinion this is another profit making system which only suits the councillors making money from it, they are very ugly, not one person in Landguard road wants one, they will make the already nightmare situation you made worse with your money making resident parking charges so I beg you not to make an already bad situation worse because you think these ugly sheds are a good idea because normal people do not think they are a good idea at all.

2. Objection 2 Resident, Landguard Road

I am writing to object against the proposed cycle parking shed in Landguard Road.

My objection is based on the grounds of a serious lack of parking in this road. As Landguard Road is one of the wider roads in our 'grid', we are already subjected to big work vans using it to park, as they struggle to park in the more narrow roads adjacent. This impacts on parking.

I am aware there is one in Eastfield Road, which is barely used. It seems therefore, pointless installing another one in the next road along. Perhaps signage pointing to neighbouring cycle sheds could be used instead, to ensure those that already exist are utilised?

In addition, I objected to parking permits believing it would make little difference to parking opportunities for residents, which has proven to be the case.

To reduce parking further and continue to charge for parking permits is, in my opinion, unacceptable.

In summary, I would like my objection to this proposal lodged and I would be grateful for an acknowledgment of my objection.

3. Objection 3 Resident, Landguard Road

I'm the owner of a property in Landguard road and have noticed a sign of a bicycle parking to be placed in the road, please could you advise as I would like to contest this as the parking is awful as it is and we now have to pay a further £150 a year to pay for the privilege of not being able to park down this road.

Please could you confirm receipt of this email.

4. Support 1 Resident, Landguard Road.

I'd like to show my support for the possible bicycle parking.

I've heard from a few people that their worried about existing parking spaces being taken up by the bike parking, however I'd argue that given time there would be less cars on the road if there was better infrastructure for bikes. I know the one thing stopping my from switching over, getting a bike and cycling to work is the fact that I've got no where to keep it. If this went ahead you'd have at least one person who'd use it. The same fears were mentioned about the permit parking, that it would make it much harder to get parked in the evenings, yet I've seen the opposite happen. Before I had to park 10 minutes away, now I get parked outside my house most days.

There is the worry of the bike storage not being taken care of properly by other residents, but it would definitely be more secure than keeping my bike out on the street at a lamp post.

Appendix C: Experimental Order No. 67 2022

The Portsmouth City Council (Various Roads) (Cycle Parking) (No. 67) Experimental Order 2022
8 June 2022: Notice is hereby given that the Portsmouth City Council have made the above Experimental Order. The effect would be to amend existing parking restrictions in 7 locations as detailed below, to accommodate cycle parking structures within a 3 to 5 metre footprint, as follows:

- A) CHANGE FROM RESIDENTS' PARKING BAY (MH ZONE) TO CYCLE PARKING**
- 1. Landguard Road**
South side, within a 3m length outside No. 41
 - 2. Methuen Road**
North side, within a 3m length outside No. 6
- B) CHANGE FROM RESIDENTS' PARKING BAY (KC ZONE) TO CYCLE PARKING**
Marmion Road
North side, within a 3m length outside No. 87a
- C) CHANGE FROM RESIDENTS' PARKING BAY (MG ZONE) TO CYCLE PARKING**
Worsley Street
North side, within a 3m length alongside No. 90 Cromwell Road
- D) CHANGE FROM RESIDENTS' PARKING BAY (MC ZONE) TO CYCLE PARKING**
Francis Avenue
East side, within a 3m length outside No. 16
- E) CHANGE FROM PAY & DISPLAY PARKING BAY TO CYCLE PARKING**
Southsea Esplanade
South side, within a 5m length outside Southsea Beach Café (the premises east of the junction of The Ocean At The End Of The Lane
- F) CHANGE FROM NO WAITING AT ANY TIME (double yellow lines) TO CYCLE PARKING**
Collingwood Road
North side, within a 3m length within the northern arm of the eastern end

The experimental Order could be in operation for up to 18 months from 15 June 2022 and contains a provision to allow the Director of Regeneration, or an officer of the Council to whom power has been duly delegated, to modify or suspend its operation in certain specified circumstances.

Copies of the Order, Statement of Reasons and Map are available to view on Portsmouth City Council's website: Search "Traffic Regulation Orders 2022" at www.portsmouth.gov.uk Alternatively, they can be viewed at the Civic Offices, Guildhall Square, PO1 2AL, Monday to Friday between 9am - 4pm. Printed copies can be obtained by calling 023 9268 8501.

In due course, the Council will consider whether or not to make the provision of this Order permanent, subject to assessment of the experiment. Persons wishing to comment on the effects of this Order must do so by sending their representations to TROteam@portsmouthcc.gov.uk or by post to Alison Lawlor, Parking team, Portsmouth City Council, Civic Offices, Portsmouth PO1 2NE, quoting ref ETRO 67/2022 by **16 December 2022** stating name and address details and the grounds of objection, support or comment.

Under requirements of current access to information legislation, please note that all representations submitted in response to this notice, including the name and address of the person submitting it, may be made available for public inspection. Full details of the Council's [Data Protection privacy notice](#) can be viewed on the website.

If you wish to question the validity of the Order or any provision contained in it on the grounds that it is not within the powers conferred by the 1984 Act, or on the grounds that any requirement of that Act or any instrument made under it has not been complied with in relation to the Order, you may do so within 6 weeks from 8 June 2022 apply to the High Court for this purpose.

Felicity Tidbury, Acting Assistant Director of Regeneration (Transport)
Portsmouth City Council, Civic Offices, Guildhall Square, Portsmouth PO1 2NE



Appendix D: Experimental Order No. 37 Part B 2022

THE PORTSMOUTH CITY COUNCIL (RESIDENTS' PARKING ZONES) (AMENDMENTS TO RESIDENTS' PARKING PLACES FOR SECURE CYCLE PARKING) (NO. 37) (PART B) EXPERIMENTAL ORDER 2022

7th March 2022: Notice is hereby given that Portsmouth City Council have **modified** The Portsmouth City Council (Residents' Parking Zones) (Amendments to Residents' Parking Places for Secure Cycle Parking) (No.37) Experimental Order 2021 by making the above Order:

The effects of which are to:

A) CHANGE RESIDENTS' PARKING BAY (JE ZONE) TO SECURE CYCLE PARKING

1. Lucknow Street

South side, within a 3m length outside Sainsbury Lodge, starting 4.5 metres east of the car park entrance.

The Order came into operation on 15th March 2021.

Note: this Order has been introduced in Parts, this is Part B. Part A was made permanent on 14th February 2022.

The Council will be considering in due course whether the provisions of the Order shall continue in force indefinitely.

Any person may object to the making of an Order for the purpose of such indefinite continuation, within six months of this Experimental Order coming into force, or within six months of any subsequent variation or modification to this Order coming into force, whichever may be the later.

Persons wishing to object to these proposals must do so by sending their representations to TROteam@portsmouthcc.gov.uk or by post to Daniel Selby, Parking team, Portsmouth City Council, Civic Offices, Portsmouth PO1 2NE, quoting ref ETRO 37/2022

Copies of the Order, Statement of Reasons and Map are available to view on Portsmouth City Council's website: Search "Traffic Regulation Orders 2022" at www.portsmouth.gov.uk. Alternatively, they can be viewed at the Civic Offices, Guildhall Square, PO1 2AL, Monday to Friday between 9am - 4pm. Printed copies can be obtained by calling 023 9268 8501.

This Order shall cease to have effect 18 months after it comes into operation or when a further Order to reproduce and continue in force indefinitely the provisions of this Experimental Order is made, whichever is earliest.

Under requirements of current access to information legislation, please note that all representations submitted in response to this Notice, including the name and address of the person submitting it, may be made available for public inspection. Full details of the Council's Data Protection privacy notice can be viewed on the website.

Pam Turton, Assistant Director of Regeneration (Transport), Portsmouth City Council, Civic Offices, Guildhall Square, Portsmouth PO1 2NE



Appendix E: Cycle Corral Survey Report:

Due to its size this document will be attached to this report as a separate document.

Appendix F: Integrated Impact Assessment

Due to its size this document will be attached to this report as a separate document.



Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

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Signed by: