

# Policy and Resources Committee

## Minutes

Tuesday, 31 July 2018 at 18:30

Present:

Councillor Smith (in the Chair), Councillors Annison, G Carpenter, B Coleman, Flaxman-Taylor, Grant, Jeal, K Grey, Smith, Wainwright, B Walker and A Wright.

Councillor P Carpenter attended as a substitute for Councillor Plant.

Councillor Waters-Bunn attended as a substitute for Councilor Williamson.

Mrs S Oxtoby (Chief Executive), Mr S Ellwood (Interim Democratic Services Manager), Mr D Minns (Development Control Manager), Mr A Nicholls (Head of Planning and Growth), Mrs J Beck (Head of Property and Asset Management), Mrs M Burdett (Head of Inward Investment), Mr N Shaw (Strategic Director) & Ms C Whatling (Monitoring Officer).

### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Plant and Williamson.

### **2 DECLARATIONS OF INTEREST**

Councillor B Coleman declared a personal interest in the item relating to the St George's Trust by virtue of being the Chairman of the Trustees of that body. He left the meeting prior to the consideration of that item.

Councillors K Grey & Smith declared a personal interest in the item relating to GYBS by virtue of being a member of the GYB Services Liaison Board. Councillor Smith also declared a personal interest in this item relating by virtue of being a member of the GYB Services Company Board.

Councillor G Carpenter declared a personal interest in the item relating to GYBS by virtue of being an ex-employee.

Councillor P Carpenter declared a personal interest in the item relating to GYBS by virtue of being a member of the GY Norse Liaison board.

Councillor Grant declared a personal interest in the item relating to GYBS by virtue of being a member of the GY Norse Company board.

Councillor Wainwright declared a personal interest in the item relating to the St George's Trust by virtue of being a representative on that body.

### **3 ITEMS OF URGENT BUSINESS**

There were no items of urgent business.

### **4 PRE APPLICATION CHARGING - DEVELOPMENT CONTROL**

The Committee considered the report by the Planning Manager and Head of Planning and Growth on charging for pre-application planning advice. The Council had previously agreed to introduce such a service and the report outlined the suggested scheme, including the fee schedule and service commitment.

Officers then answered a number of Councillors questions.

RECOMMENDED TO COUNCIL :

(1) That, with effect from 1 October 2018, the Council introduce a system of charging for pre-application advice for Great Yarmouth as detailed in Section 6 of the report.

(2) That the Development Director be given delegated approval to produce, finalise and refine the supporting guidance, detailed fees schedule and application forms.

(3) That a formal review be undertaken of the first 12 months operation with a further report being submitted to Policy and Resources Committee considering any more significant changes.

## **5 GORLESTON BEACH HUTS**

The Committee considered the report by the Head of Property and Asset Management on the Beach Hut Development at Gorleston and the marketing and sale process.

During consideration of this item, Officers agreed to look at incorporating into the leases relevant clauses to protect encroachment.

RESOLVED :

That the Committee approve :

1. Provision of a permanent on-site amenity block solely for the use of Beach Hut owners.
2. Allocation of additional capital budget of £130k to cover the provision of the amenity block and additional costs associated with the provision of the Beach Hut structures.
3. The 70 Beach huts being marketed for sale together with the grant of a 25 year lease for a plot subject to payment of a ground rent, to be released in phases with plots identified for sale through an independent Estate Agent with an annual ground rent of £750 plus VAT, subject to inflationary increases.
4. Delegated authority to the Director of Finance and Head of Property and Asset Management to approve plot sales.

## **6 IN-SOURCING THE GYBS BUILDING SERVICE**

The Committee considered the report by the Head of Property and Asset Management to consider the delivery of the GYBS Building services function and identify opportunities to improve capacity and resilience of the service whilst rationalising delivery to reduce costs.

The Chief Executive advised that, for transparency, the minutes of the GYB Liaison Board would be submitted to the Environment Committee and the minutes of the GYN Liaison Board submitted to the Housing & Neighbourhoods Committee.

RESOLVED :

(1) That the transfer of the managerial staff and 4 employees from GYBS to GYBC Property and Asset Management be approved.

(2) That the operational element of the GYBS Building services team be transferred to GYNorse.

Note : Councillor B Coleman left the meeting at this point.

## **7 ST GEORGES TRUST**

The Committee considered the report by the Head of Inward Investment advising that at the meeting on 12th June the Committee had agreed to release a short term grant to St George's Trust of £25,000 to enable it to continue its operations over the summer and to appoint a member working group to consider the contents of the DCA Consultants report, review the final recommendations and report back to this meeting.

A copy of the notes of the meeting of the working group together with the consultants report were available in the the confidential item on the agenda. The Chairman advised that as the Committee would not be making a decision until the next meeting, the confidential report would not be discussed at this meeting.

RESOLVED :

- (1) That the findings of the DCA Consultants report as appended to the confidential report be noted.
- (2) That the sharing of the Consultants report with the St George's Trust be approved.
- (3) That a response from the Trust in actioning the suggested recommendations be sought by 21 September 2018.
- (4) That in considering future subsidy to the Trust, a formal agreement should be prepared and agreed between the two parties.
- (5) That officers assist the Trust in seeking external funding (including revenue) to make improvements to the internal and external works such as the cafe and visitor arrival. Further that an improvement programme, which should include a change management role, be established.

The meeting ended at: 19:30