

Policy and Resources Committee

Minutes

Thursday, 06 October 2016 at 14:30

PRESENT :

Councillor Plant (in the Chair); Councillors Carpenter, B Coleman, Hacon, Plant, Thirtle, Wainwright and Walker.

Councillor Stenhouse attended as substitute for Councillor A Grey

Councillor Walch attended as substitute for Councillor K Grey

Also in attendance :-

Mrs J Beck (Interim Chief Executive Officer), Mr R Read (Director of Housing and Neighbourhoods), Mr P Cheeseman (Employment Skills and Coordinator) Mrs T Bunn (Executive Support Manager) and Mrs S Wintle (Member Services Officer)

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Annison, A Grey, K Grey and Jeal.

2 DECLARATIONS OF INTEREST

There were no Declarations of Interest declared at the meeting.

3 APPLICATIONS TO THE EUROPEAN SOCIAL FUND (ESF) IN RESPONSE TO NEW ANGLIA LEP'S EUROPEAN STRUCTURAL AND INVESTMENT FUND STRATEGY

The Committee received and considered the Employment Skills and Coordinator's report which gave details of the Council's successful application at stage one to the European Social Fund.

The Director of Housing and Neighbourhoods reported that the objectives set in the Corporate Plan were ambitious and are difficult to achieve with mainstream resources and that an innovative approach was required to external funding applications. He advised that the Council had been invited to submit two stage 2 applications to the European Fund (ESF) having successfully submitted outline proposals earlier in the year. These proposals requires match funding and in order to ensure that there is zero financial impact on the Council assumptions have been made about the success of bids in order to match fund others.

Members were advised that the Borough Council had received notification that they had been unsuccessful in their application to the Coastal Community Fund Bid which impacted on the ESF and other Bids.

The Employment Skills and Coordinator provided Members with an brief description of the projects aims and objectives and an overview of the Councils Proposals. He advised that these proposals were split in two parts, an Employability Worker who would provide face to face support to unemployed and economically inactive residents, and a small grants scheme which would be made available to the local community, voluntary and social enterprise organisations. These ESF proposals would provide the Council with resources for one FTE Employability Worker and one FTE Project Coordinator to manage the grant scheme.

The Director of Housing and Neighbourhoods advised that the Council has been invited to stage 2 for an application to the European Regional Development Fund (ERDF), but has secured an extension from the Department of Communities and Local Government who manage the ERDF in the UK. He advised that this is also at risk due to the CCF Bid not being successful and that alternative match funding needed to be sourced. This is currently being identified and is scheduled to be put forward as an agenda item for the next meeting of the Policy and Resources Committee.

Councillor Wainwright asked in relation to the £240,000 of grant funding and how this would be match funded. In response the Employment Skills and Coordinator advised that this funding could be met by recipient funding but that all match options would be considered. Councillor Wainwright expressed the importance for Local Member and Officer involvement throughout the process.

Councillor Thirtle asked whether officers were confident that they would be able to successfully locate 48 charitable organisations to receive funding. The Employment Skills and Coordinator stated that he believed this possible and would be a successful process. Councillor Thirtle also asked whether financially there would be an impact to the Council, and he was advised that there would be no financial impact to the Council.

Councillor Coleman asked for clarification in relation to the work continuing with the DWP, in light of the Coastal Community Fund Bid being unsuccessful, and he was advised that due to other local authorities withdrawing their applications, this Council understands that it is the only applicant to go through to a stage 2 application, therefore this may put the Borough Council in a good position to work with funders to look at alternative proposals. It was reported that a conference call has been proposed between GYBC, DWP/ESF and the DCLG/ERDF to discuss further options. Councillor Coleman asked when it was hoped that the delivery of the project would commence. The Employment Skills and Coordinator reported that the date was yet to be confirmed although he advised that it had been initially proposed for April 2017.

The Chairman advised that the Council had been an early adopter to pilot the Universal Credit Scheme, therefore the need for a positive outcome was imperative, and he suggested that a letter be sent to the Minister to state the Council's proposals. The Interim Chief Executive Officer advised that the Council had built a strong working relationship with both the DWP and the Job Centre through the pilot scheme. She advised that Julia Nix, Regional Director for the DWP attends regular meeting with the Council and that she fully supported the Bid process.

RESOLVED :

That the Committee endorse the Officers to continue to look at further funding options and bring an updated report to the next meeting of the Policy and Resources Committee.

The meeting ended at: 16:30

Economic Development Committee

Minutes

Monday, 10 October 2016 at 18:30

PRESENT :

Councillor B Coleman (in the Chair), Councillors Hammond, Hanton, Jeal, Grant, K Grey, Pratt, Thirtle, Walker

Councillor Hacon attended as substitute for Councillor Stenhouse

Councillor Williamson attended as substitute for Councillor Wainwright

Also in attendance :

Mrs J Beck (Interim Chief Executive Officer), Mr D Glason (Group Manager, Growth), Mr A Carr (Group Manager, Tourism and Communications), Mr D Wiles (Press and Communications Officer), Charlotte Paddock (Assistant Conservation Officer) and Mrs S Wintle (Member Services Officer).

1 CULTURAL HERITAGE CONFERENCE

The Assistant Conservation Officer provided Members with a brief presentation on the Cultural Heritage 'Wish you were here' conference, which will be held at St George's Theatre on Thursday 20 October.

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Stenhouse and Wainwright.

3 DECLARATIONS OF INTEREST

There were no Declarations of Interest declared at this meeting.

4 MINUTES

The minutes of the meeting held on the 7 September were confirmed.

5 MATTERS ARISING

The Chairman reported for information that the Borough Council had received notification that they had been unsuccessful in their bid application to the Coastal Community Fund.

6 TOWN CENTRE MASTERPLAN

The Group Manager, Growth provided Members with a presentation detailing the priority areas, projects, milestones and consultation timetable for the Great Yarmouth Town Centre Master Plan.

It was reported that a draft Masterplan would be issued to Officers for sensitivity checking and internal scrutiny on the 11 November 2016 and then taken to the Town Centre Initiative Member meeting before the draft Masterplan document sign-off scheduled for the Economic Development Committee in December. Members were advised that a two week public consultation would be held in January 2017 which would comprise of a major town centre stakeholder workshop and two manned exhibitions in Great Yarmouth Market Place. The Great Yarmouth Masterplan was anticipated to be completed for February 2017.

Councillor Grant asked whether there were considerable changes expected as a result of the plan and that these would be deliverable. It was advised that although significant ideas had been suggested, these were subject to feasibility checks by the consultants, Carter Jonas.

Councillor Jeal suggested that Members of the Economic Development Committee have sight of the proposed plan, but he was advised that a final draft would be circulated to all Members at the next meeting.

RESOLVED :

That the Committee agree to hold a special meeting of the Economic Development Committee on the 19 December 2016 to consider the Masterplan.

7 AGENDA ITEMS FOR COMMITTEE

The Chairman informed Members that items to be considered by the Committee would require the Committee's approval for items to be included in the Committee's Forward Plan.

8 ROLLER SKATING RINK - GREAT YARMOUTH TOWN CENTRE

The Committee received and considered the Transformation Programme Manager's report which provided Members with a summary of options to rent or buy a roller skating rink for use in the town centre and potentially other venues within the Borough.

The Group Manager, (Tourism and Communications) advised that the figures presented to Members would be subject to the procurement procedure.

The Chairman advised that Members had received a report by Councillor Walch which set out the costings for an ice skating / roller rink. Councillor Walch circulated the report to Members of the Committee.

Councillor Walch summarised the quotation to Members and stated that the quotation provided would be a guaranteed purchase for the Council for 14 years. The Chairman stated that the quotation report circulated had not followed the correct Council Procedures.

Councillor Grey stated that this facility would be a purchase for the Council for 14 years and that it would provide a guaranteed event for residents of the Borough for that time. Councillor Walker stated that he felt there were alternative ways to support residents within the Borough without the need for the Council to spend £122,426 on this facility.

Councillor Williamson stated that there was a need for the Council to save money, and raised concern in relation to the necessity for correct procedures to be followed to ensure that the Council's Medium Term Financial Strategy had been taken into account and that a business analysis had been undertaken.

RESOLVED :

That no further action be taken on this matter.

9 ANY OTHER BUSINESS

The Committee received and noted the items contained within the Forward

Plan for the Economic Development Committee.

The meeting ended at: 19:30

Environment Committee

Minutes

Wednesday, 12 October 2016 at 18:30

PRESENT :

Councillor Smith (in the Chair); Councillors Annison, Fairhead, Grant, Jones, Pratt, Smith, Walch, Waters-Bunn and Weymouth

Councillor K Grey attended as substitute for Councillor Hacon

Councillor Robinson-Payne attended as substitute for Councillor Wright

Councillor Lawn attended as substitute for Councillor Bensly

Also in attendance :

Mrs J Beck (Interim Chief Executive Officer), Mr G Buck (Group Manager, Environmental Services), Mrs J Jackson (Technical Officer, Environmental Services), Mrs N Holden (Director GYB Services), Mr B Parker (Coastal Partnership East), Mr B Harris (Coastal Manager), and Mrs S Wintle (Member Services Officer).

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bensly, Hacon and Wright.

2 DECLARATIONS OF INTEREST

There were no Declarations of Interest declared at the meeting.

3 MINUTES

The minutes of the meeting held on the 12 September were confirmed.

4 MATTERS ARISING

The Group Manager, Environmental Services reported that there was one place remaining on the visit to the recycling facility in Norwich on Tuesday 29 November and he advised that transport would be provided from the Town Hall.

The Group Manager, Environmental Services reported that the review of dog control measures consultation process was well underway and that to date 730 responses had been received. The Chairman advised that this matter would be not be discussed until completion of the consultation period where a report would be brought back to the Committee, and he asked that Councillors Hacon and Pratt be invited to attend the next pre-agenda meeting of the Environment Committee.

The Chairman suggested that the next Committee meeting be at the revised time of 6pm, although due to a number of Members unable to make the earlier proposed time it was agreed that the meeting would be held at the usual time of 6:30pm, and he also advised that the next meeting of the Environment Committee would be held in the Council Chamber.

5 COASTAL MANAGEMENT

The Committee received and considered the Head of Coastal Management Coastal Partnership East's report which introduced the Committee to the work of Coastal Partnership East, which specifically informed Members of the progress of the Gorleston to Lowestoft Coastal Strategy and the Great Yarmouth tidal defence.

Bill Parker, Head of Coastal Management reported that Coastal Partnership East (CPE) was formed on the 1st April 2016 and is a joint coastal management between four local authorities; Great Yarmouth Borough, North Norfolk, Suffolk Coastal and Waveney District Councils. This team had been formed to provide greater resilience for each authority, to share fragmented expertise and improve recruitment potential, utilise scale to leverage benefits, build on opportunities created by New Anglia Local Enterprise Partnership and to take advantage of opportunities beyond Norfolk and Suffolk. He advised

that the CPE provides resilience to GYBC for flood and coast defence. Enabling capacity that previously has been unavailable to GYBC to be utilised to address long term issues.

Members were advised of the three key projects as follows :-

- Gorleston to Lowestoft Strategy
- Great Yarmouth Harbour
- Winterton to Great Yarmouth Strategy

Councillor Weymouth asked in relation to the privately funded scheme at Hopton, and she was advised that further work was to be undertaken with Potters Leisure and Bourne Leisure to elevate significant issues.

Councillor Grant asked whether defences where the value of land equates to more than the value of the defence needed to be defended, and he was advised that a benefit cost analysis would have to be undertaken.

RESOLVED :

(1) That the Committee agree to support the progress so far and the future work of the Coastal Partnership East.

(2) That the Committee agree to continue to support the Gorleston to Lowestoft Strategy to its conclusion.

(3) That the Committee note the progress of tidal flood defence works.

(4) That the Committee agree to support the development of the Winterton to Yarmouth Coastal Management review.

6 COASTAL STRATEGY FOR WINTERTON TO GREAT YARMOUTH

The Committee received and considered the Director of Customer Services report which outlined the proposed delivery of a Coastal Management review of the Coastline from Winterton to South Denes Great Yarmouth.

Bill Parker, Head of Coastal Management Coastal Partnership East reported that the Coastal Partnership Management Review was intended to be an inclusive project engaging with coastal communities, all relevant authorities and bodies to develop a pathway for managing coastal change going forward. He advised that the existing Shoreline Management Plan which was adopted in 2012 identified the policies and management methods for Winterton to Great Yarmouth. a significant amount of change has occurred along the length of coastline and therefore a review of the 2012 plan is recommended.

Councillor Weymouth asked in relation to the interim measure time period at Scratby/California, and she was advised that the Borough Council would be

committed to maintain the defences for 20 years.

RESOLVED :

That the Committee endorse the requirement to undertake a review of the Winterton to Great Yarmouth Shoreline Management Plan subject to suitable external funding being identified.

7 PUBLIC HEALTH ACT FUNERALS

The Committee received and considered the Group Manager, Environmental Services report which set out to advise to Members of the Councils duty under the Public Health (Control of Diseases) Act 1984 to carry out the funeral of persons for whom no funeral arrangements have been made.

The Group Manager, Environmental Services reported that under Section 46 of the Public Health (Control of Disease) Act 1984, the Council is under a legal duty to cause to be buried or cremated the body of any person who has died or been found dead in their area where it appears to the local authority that no suitable arrangements for the disposal of the body have been or are being made. He advised that there had been a marked increase in the number of funerals undertaken by the Council in recent years, the sharp rise has been linked to economic factors and that a typical funeral costs in the region of £1,000.

Members were advised that in respect of funerals arranged by the Council, the Council can recover from the estate of the deceased person the expenses incurred by the local authority in carrying out on this duty. Where there is no or insufficient money or saleable goods, the Council will cover the costs. It was pointed out to Members that the Council does not administer the estate of the deceased. Where there are next of kin the officer will give advice on applying to the Department of Work and Pensions (DWP) for a Funeral payment.

Councillor Walch asked where a non resident of the borough would be buried should they pass away whilst in the James Paget Hospital, and he was advised that the Council were obliged to undertake the public health funeral actions for those persons that die in hospital , irrespective of where they live and that the person deceased would be buried within their residing borough.

Councillor Weymouth asked where the deceased would be buried or cremated should there be no known family members, and it was advised that burials would be undertaken at one of the Borough Councils cemeteries and cremations would be undertaken at Gorleston crematorium.

Councillor Grant asked whether the Council could claim a pension grant for the deceased towards the costs, and he was advised that this was not possible. Councillor Grant asked whether there was a significant cost difference between a burial and cremation, and it was reported that there was a small difference of up to £20.

Councillor Robinson-Payne asked whether the Council could offer a loan service to help with funeral costs, and the Group Manager Environmental Services stated that there were grants available elsewhere to be able to help with the cost of a funeral and that he did not believe the Council were in a position to offer a loan service. Councillor Pratt stated that funeral directors based within the Borough were able to offer payment schemes.

RESOLVED :

That the Committee noted the contents of the Group Manager Environmental Services report.

8 GYBS LIAISON BOARD

The Committee received and considered the Interim Chief Executives Officer's report which informed Members of the discussions held at the GYBS Liaison Board meeting on the 5th September 2016.

Councillor Robinson-Payne asked in relation to the total number of garden waste bins that had been missed on collection rounds, and she was advised that 45 were missed out of a total of 8000 bins collected.

Councillor Annison asked how many road sweepers were available within the Borough, and Nicola Holden advised that there was one large and 2 small sweepers available, she stated that one sweeper was currently under repair and it was hoped that this would be back on the road within the next week. Councillor Annison raised concern in relation to lack of roads being cleaned on a regular basis, and he was advised that due to shortages in resource it had been difficult to keep up with demand.

Following the success of Operation Sparkle Councillor Grey asked whether there was still outstanding work to be completed, and she was advised that there were certain areas that required work to be carried out although the back log had now decreased significantly.

RESOLVED :

That the Committee noted the contents of the Group Manager Growth's report.

9 ANY OTHER BUSINESS

The Interim Chief Executive Officer reported that a number of meetings had taken place with Highways England in relation to the maintenance of Roundabouts on the A12 currently maintained by Highways England. She advised that the Borough Council had informed Highways England that the roundabouts could not be adopted whilst at their current state and that costings were provided to undertake the necessary works.

The Interim Chief Executive Officer reminded the Committee that Highways England currently maintained the roundabouts at Hopton, Gorleston Beacon Park, Middleton Road, Victoria Road and Harfreys industrial Estate, and that The roundabouts at Gapton Hall Industrial Estate and Vauxhall roundabout are maintained through the joint venture contract with GYB Services.

It was reported that a proposal was to be prepared by AMEY on behalf of Highways England. Members were advised that if the Borough Council were to take over the management and maintenance of the five roundabouts the cost to the Council would be approximately £7000.

Councillor K Grey asked whether sponsorship money could be secured and used to offset money spent by the Council on the roundabouts, and she was advised that this could be an option to be considered.

10 EXCLUSION OF PUBLIC

RESOLVED :

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12(A) of the said Act.

11 THE COLLECTION AND PROCESSING OF RECYCLING MATERIALS - PROPOSED CHANGES TO THE CURRENT SYSTEM

(Confidential Minute on this Item)

The meeting ended at: 20:30

Policy and Resources Committee

Minutes

Tuesday, 18 October 2016 at 18:30

Present:

Councillor Plant (in the Chair), Councillors Annison, Carpenter, B Coleman, A Grey, K Grey, Hacon, Jeal, Smith, Thirtle, Wainwright, Walker and Williamson.

Councillor Walch attended for item 9.

Mrs J Beck (Interim Chief Executive Officer), Mr R Read (Director of Housing and Neighbourhoods), Mrs M Lee (Group Manager Customer Services), Mr A Dyson (Group Manager Property and Construction), Mr R Hodds (Corporate Governance Manager) and Mr P Cheeseman (Employment and Skills Manager).

1 APOLOGIES FOR ABSENCE

There were no apologies for absence.

2 DECLARATIONS OF INTEREST

Councillors Carpenter, K Grey, Plant, Thirtle, Wainwright and Williamson declared their personal interest in item 6 (Asset Management Plan 2016- 2018 in their capacity as Borough Council representatives on the Local Authority Trading Company Shareholders Committee).

3 MINUTES

The minutes of the meeting held on the 6 September 2016 were confirmed.

4 FORWARD PLAN

The Committee received and noted the items contained within the Forward Plan for the Policy and Resources Committee.

5 APPLICATIONS TO THE EUROPEAN SOCIAL FUND (ESF) IN RESPONSE TO NEW ANGLIA LEP'S EUROPEAN STRUCTURAL AND INVESTMENT FUND STRATEGY

The Committee considered the Employment and Skills Manager's report which gave details of the Council's successful application at Stage 1 to the European Regional Development Fund, and recommended approval of the project plan for a stage 2 application.

The Employment and Skills Manager reported that the ERDF proposal was in two parts:

- A development worker will be employed by the Council to work closely with the existing Community Development Teams providing advice to voluntary, community and social enterprise groups on how they can take forward their new ideas, including those relating to business growth and sustainability.
- where these organisations are assessed as having good prospect for growth, leading to job creation, they will be matched to specialist providers.

Members were advised over 3 years, the ERDF proposal would provide the Council with £501,983. This amount provides for the following key activities and areas:

- One Full Time Development Worker to work closely with the Council's existing Neighbourhood Teams and to provide support to up to 40 voluntary groups.
- 0.5 full time Project Coordinator to help match voluntary groups to the most appropriate specialist support and to ensure that the project complies with the performance management and requirements of the funder.
- Up to 50% management costs to the Council where these costs to be set against all salary based activities.

The Employment and Skills Manager reported that in order to secure the investment from the ERDF the Council has to be able to demonstrate 50% match funding. Combined with the ESF projects, the ERDF proposal has the capacity to make a significant contribution to a key priority for the Council which relates to supporting people to access employment and addressing complex needs to improve life chances. By supporting Voluntary Groups to take forward new ideas to become more sustainable, the ERDF will help to create the jobs needed by the unemployed and economically inactive residents to become more job ready via the ESF projects.

RESOLVED:

- (i) That approval be given to the continued exploration of alternative match funding proposals.
- (ii) That a stage 2 submission for the ERDF based on the project detailed in the Employment and Skill Manager's report be approved subject to sign off by the Section 151 Officer confirming that match funding is achievable and represents no additional cost to the Council.

6 ASSET MANAGEMENT PLAN 2016-2018

The Committee considered the Group Manager Property and Construction's report on the bi-annual update progress and actions in respect of the Asset Management Plan 2016-2018.

The Group Manager reported that the Asset Management Plan, which had been updated to reflect the Committee structure of the Council, considers the Council's asset holdings in relation to the Corporate Plan and Medium Term Financial Strategy objectives. It sets out aspirations to improve management and performance (both financial and operational) of the Council's property assets and the property and construction services team. The plan aligns the Borough Council's "plan" and identifies assets using the same six key objectives reporting income and expenditure in addition to raising awareness of issues which are currently outside budget provision.

Members were advised that the Asset Management Plan contained two clear strategic aims:-

- To manage the assets through a strategic client model
- To deliver financial incentives, asset redevelopment and disposal as identified through the plan and in line with the Medium Term Financial Strategy.

The Group Manager reported that the Action Plan outlines the activities to be undertaken and the proposed timescales for delivery to achieve these aims. It had been previously agreed that as part of this process regular updates are progressed through the new committee process to ensure that objectives are achieved and opportunities identified.

In relation to the recommendation with regards to the loan of £100,000 to Equinox Enterprises Ltd, the Committee discussed the question of the process for offering this loan to Equinox Enterprises Ltd and whether in fact this matter should have been previously been considered by the Local Authority Trading Company Shareholder Committee to consider the issue of the loan. The Interim Chief Executive Officer reported that the loan would offer the ability to Equinox Enterprise Ltd to examine the investment opportunities that are available as detailed in the Asset Management Plan. It was anticipated that funds would be drawn down as and when needed.

RESOLVED:

- (i) That a further update report on the Asset Management Plan 2016-2018 be made to the Policy and Resources Committee in January 2017.
- (ii) That table A as detailed in the Group Manager's report detailing sites for retention until suitable disposal be agreed.
- (iii) That approval be given to offer of a loan of up to £100,000 to Equinox Enterprises Ltd allowing the disposal identified in Table B and C as detailed in the Group Manager's report, to be progressed together with an ongoing fund for the evaluation of other investment opportunities.
- (iv) That Table D as detailed in the Group Manager's report be offered to

tenants, licensees or adjoining occupiers at open market value.
(v) That the Action Plan be noted and approved.

7 COUNCIL TAX REDUCTION SCHEME 2017

The Committee considered the Group Manager Customer Service's report which requested approval of the 2017 Local Council Tax support/reduction scheme.

The Group Manager reported that in designing a local scheme for 2017 the Council has to consider :-

- The amount of funding the Council wants to allocate towards the scheme.
- Support for pensioners must be protected and would not be affected by the Local Scheme meaning that the rules around a localised scheme would only apply to those customers of working age. Members were advised that consultation in relation to the 2017 scheme had closed on the 21st September 2016 and had run for a 12 week period and had covered a number of questions as detailed in the Group Manager's report.

RESOLVED:

That Council be recommended to agree that the 2017 Scheme should be based on option 1 - current scheme which has been running for 4 years and limits the maximum amount of award for working age customers to 91.5% of the Council Tax liability, and that this should include any necessary alignment to the requirements under the Government's recent welfare reform proposals.

8 COUNCIL TAX DISCRETIONARY DISCOUNT CHANGES

The Committee considered the Group Manager Customer Service's report which sought approval to the amendment of the Council Tax discounts in accordance with current legislation.

RESOLVED:

That Council be recommended to agree:-

- (i) To proceed with the reduction in discount to Class A to 10%.
- (ii) To proceed with the removal of discount for Class B.
- (iii) To proceed with the reduction in awarding the discount of 100% from 3 months to 1 month for Class C.
- (iv) To proceed with the removal of discount for Class D.

9 YARMOUTH AREA COMMITTEE - CYCLE OF MEETINGS

Councillor Walch, Chairman of the Yarmouth Area Committee, reported that the Yarmouth Area Committee had unanimously agreed to ask the Policy and Resources Committee to consider their request to change to bi-monthly

meetings on the basis that this Committee is an important channel for Yarmouth residents to raise issues into the Council process and was an integral part of the current democratic process and that it was hoped that more members of the public would be encouraged to attend the Yarmouth Area Committee meetings.

The Corporate Governance Manager advised Members that the Yarmouth Area Committee currently meets four times per annum and that if this request were to be agreed the Area Committee would be six times per annum.

The Chairman reminded the Committee that if they were minded to approve the Yarmouth Area Committee's request there would be a financial cost to increasing the number of meetings of the Area Committee.

The Committee also discussed whether the meetings of the Gorleston Area Committee should also be increased in line with the request from the Yarmouth Area Committee.

RESOLVED:

That Council be asked to agree that the Yarmouth Area Committee meetings should now take place on a bi-monthly cycle.

10 ANY OTHER BUSINESS

There was no other business.

The meeting ended at: 20:05

Housing and Neighbourhoods Committee

Minutes

Thursday, 27 October 2016 at 18:30

PRESENT:

Councillor Carpenter (in the Chair); Councillors Borg, Flaxman-Taylor, Grant, K Grey, Hacon, Rodwell, Walch & Waters-Bunn.

Councillor Jeal attended as a substitute for Councillor Robinson-Payne.

Councillor Bensly attended as a substitute for Councillor Mavroudis.

Councillor Lawn attended as a substitute for Councillor M Coleman.

Councillor Davis attended as a substitute for Councillor Williamson.

Mr T Chaplin (Group Manager Housing Services), Mr R Gregory (Group Manager Neighbourhoods & Communities) & Mrs C Webb (Member Services Officer).

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Coleman, Mavroudis, Robinson-Payne & Williamson.

2 DECLARATIONS OF INTEREST

It was noted that there were no declaration of interest declared at the meeting.

3 EXCLUSION OF PUBLIC

The Committee moved the following resolution:-

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12(A) of the said Act."

4 MINUTES

The minutes and the confidential minute of the meeting held on 15 September 2016 were confirmed.

5 MATTERS ARISING

(i) With regard to minute number 10, Neighbourhoods That Work - Study Visit 2016; the Group Manager Neighbourhoods & Communities reported that the event had been very successful with over 100 attendees. The National Lottery was keen that the format was shared with other coastal towns and were, in effect, using Great Yarmouth as a test bed. The Group Manager Neighbourhoods & Communities reported that a 12 month outcomes data report would be presented to the Committee at the next meeting.

(ii) With regard to minute number 13, Sport, Play & Leisure Strategy, the Group Manager Neighbourhoods & Communities reported that he would request the Member Services officer to e-mail copies of the document to the Committee.

(iii) With regard to confidential minute number 15, the Committee moved the Exclusion of Public Resolution before discussing the item. Councillor Walch requested that the minute be updated to include the following:-
A member requested that the Yarmouth Area Committee and Ward Councillors be given the opportunity to discuss the proposals regarding the Wellesley Recreation Ground prior to any decision being made by this Committee.

6 FORWARD PLAN

The Committee received and considered the Forward Plan.

The Chairman suggested that the Committee might wish to rearrange the items for decision allotted for the next meeting as it would result in a heavy

agenda. Members suggested that item 5, Housing Strategy - Demand/PRS be deferred to the meeting scheduled for 2 March 2017.

The Chairman reported that she had attended a useful presentation by Norfolk Police in the Supper Room, Town Hall last Thursday, 20 October 2016 and asked whether the Committee would like to receive the same presentation. The Committee agreed that the presentation would be useful and asked that it be added to the Forward Plan.

RESOLVED:

(i) That item number 5 on the Forward Plan, Housing Strategy - Demand/PRS, be deferred to the meeting scheduled for 2 March 2017.

(ii) That Norfolk Police be invited to give a presentation to the Committee and be added to the Forward Plan.

7 HOUSING & NEIGHBOURHOODS PERFORMANCE REPORT QUARTER 2 2016/17

The Committee received and considered the report from the Group Manager Housing Services which provided performance data from the Housing & Neighbourhoods Directorate for Quarter 2, of 2016/17.

With regard to PI HN08, Number of Complaints of Anti-Social Behaviour (ASB) received, the Chairman reported that the figures were unacceptably high. The Chairman requested that the figures be broken down further to identify the number of each type of ASB before being reported to the Committee. The Group Manager Housing Services reported that the figures were provided by Environmental Health and that he would approach the Group Manager Environmental Services to see if a further breakdown of data was achievable.

Councillor Jeal reported his concerns regarding the threat of eviction for tenants who were in receipt of the new Universal Credit benefit. He asked for an assurance from the Group Manager Housing Services, that tenants in receipt of Universal Credit, would not be evicted from their homes by the Council.

The Group Manager Housing Services reported that he was unable to give such a reassurance but that Community Housing would exhaust every avenue before it applied to the Magistrates Court for an eviction notice.

Councillor Jeal reported that tenants in receipt of Universal Credit were used to their rent being paid directly to the Council and were not used to budgeting and that it would take time for them to familiarise themselves with the new system. It was imperative that the Council did not evict our tenants for non-payment of rent, especially in light of the fact, that the Council wrote off large amounts of debt each year for issues such as non-payment of rates.

Councillor Jeal proposed that the Committee should recommend that eviction

orders be suspended and that in future, eviction notices could only be issued if it was sanctioned by the Chairman and Vice-Chairman of the Committee.

Councillor K Grey reported that it was ludicrous that the Government had chosen Great Yarmouth to pilot Universal Credit. Councillor Grant reported that he assumed that no court would sanction eviction due to non-receipt of Universal Credit.

The Group Manager Housing Services reported that the procedure to apply for eviction of a tenant through the Courts followed strict guidelines and that each eviction application had been judged on a case by case nature and been dealt with professionally at all stages by the Rents Team. The Council had a fair rents policy but had to be tough at the same time with early enforcement measures being undertaken and eviction as the ultimate sanction.

Councillor Walch proposed that the Chairman and one other Councillor from the Committee, but not a Ward Councillor, should be involved in the eviction process.

The Committee were in agreement that the Chairman and one other Councillor from the Committee, in consultation with the Group Manager Housing Services, should be involved in any potential eviction on a case by case nature. The Group Manager Housing Services reported that in the last year, the Council had applied for 15 eviction notices, 11 due to rent arrears and 4 due to non-rent arrears and he proposed that he should report the eviction data on a quarterly basis.

Councillor Jeal reported that he was not questioning the ability of officers to undertake decisions on individual eviction cases.

Councillor K Grey reported that she was concerned regarding the net cost of the Council providing bed and breakfast accommodation. The Group Manager Housing Services reported that this figure was likely to rise in the future. Councillor Jeal reported that if the person(s) did not reimburse the Council for providing temporary accommodation, they would not qualify for our Housing Allocation Scheme.

RESOLVED:

- (i) That the Chairman and one other member of the Committee (who was not a Ward Councillor), in consultation with the Group Manager Housing Services, be involved in the eviction process, on a case by case basis.
- (ii) That the Committee note the report.

8 CAR ENTHUSIASTS PROGRESS REPORT

The Group Manager Neighbourhoods & Communities gave an update on the proposed multi-agency response to the issue of car and motorbike enthusiasts

causing anti-social behaviour along Great Yarmouth.

The Group Manager Neighbourhoods & Communities reported that nplaw had advised that it would not be possible to extend the PSPO to encompass Jellicoe Road/Freemantle Road and the surrounding area and that a separate PSPO would have to be applied for these areas.

The Chairman asked whether nplaw had checked the wording of the proposed PSPO to ensure that it was watertight and could not be challenged legally and that the local Magistrates Court had been informed of its existence.

RESOLVED:

(i) That that Committee note the results of the consultation in relation to the Personal Space Protection Order (PSPO); and

(ii) That the Committee receive a further report to approve the creation of the PSPO in conjunction with the work currently being undertaken by the Enforcement Board.

9 WELLESLEY RECREATION GROUND

The Group Manager Neighbourhoods and Communities reported recent reports of anti-social behaviour and criminal damage at the Wellesley Recreation Ground which included immediate prevention work and longer term development options.

Councillor Walch reported that he supported the need for a different operating model for the Wellesley, perhaps the formation of a Trust, but he requested that the Council should not gift this land, as it belonged to the residents of the Borough. Councillor Walch reported that he did not think the Council was receiving value for money from GYB Services for the maintenance of the Wellesley at an annual cost of £50k.

Councillor Walch requested that the Ward Councillors for Central and Northgate wards should be invited to attend any working group which was set up to consider the future of the Wellesley.

The Chairman reported that she had recently visited the Wellesley and had witnessed several incidents of anti-social behaviour.

Councillor Waters-Bunn reported that since the Police had been exercising Police Dogs in the Wellesley and carrying out additional visits to the area that anti-social behaviour incidents had dropped dramatically in the last two weeks.

Councillor Jeal reported that there were three listed buildings in the Wellesley, the stand, the pavilion and the Ticket Office which would require a significant amount of revenue to bring up to standard and maintain.

RESOLVED:

That the Committee note the contents of the report and the recommended next steps.

10 ANY OTHER BUSINESS

(i) Councillor Water-Bunn asked whether E qualities Training could be provided for Members. The Group Manager Neighbourhoods and Communities agreed to look into this matter and report back.

The meeting ended at: 19:50