

Service Committee Decision List from 5th September to 17th October 2019

	Details of Decision	Officer Lead
	<p>Housing and Neighbourhoods Committee – 5 September 2019</p> <p>HRA BUDGET MONITORING REPORT</p> <p>RESOLVED :</p> <p>That the 2019/20 Housing revenue and capital budget monitoring position as at the end of period 3 be noted.</p>	<p>Danielle Patterson</p>
	<p>Housing and Neighbourhoods Committee – 5 September 2019</p> <p>H&N PERFORMANCE REPORT QUARTER 1</p> <p>RESOLVED :</p> <p>That the Committee note the report.</p>	<p>Trevor Chaplin</p>
	<p>Housing and Neighbourhoods Committee – 5 September 2019</p> <p>COMMUNITY HOUSING FUND POLICY</p> <p>RESOLVED :</p> <ul style="list-style-type: none"> (1) That the committee approved the Community Housing Fund Policy and the use of the community housing fund monies to offer financial support to Community Led Housing Organisations through the provision of grants and loans in accordance with the Community Housing Fund Policy. (2) That delegated authority is given to Strategic Directors in consultation with the Section 151 Officer to approve the allocation of grants and loan to Community Led Housing Organisations. (3) That approval is given for the use of capital funding to purchase land to assist Community Led Housing Organisations as set out in the Community Housing Fund Policy subject to the approval of the use of capital funding by the appropriate committee 	<p>Sue Bolan</p>

1	<p>Housing and Neighbourhoods Committee – 5 September 2019</p> <p>REPAIRS SERVICE CUSTOMER SATISFACTION WITH GYN</p> <p>RESOLVED :</p> <p>That the committee note the report.</p>	Jane Beck
2	<p>Policy and Resources Committee – 10 September 2019</p> <p>QUARTER ONE KEY PROJECT AND PERFORMANCE REPORT</p> <p>RESOLVED :</p> <p>(1) That all measures be monitored during the next quarter.</p> <p>(2) That all Key Projects continue to be monitored over the next quarter with aim of maintaining a green status and where possible attaining a green status for those key projects which are currently amber.</p>	Neil Shaw
3	<p>Policy and Resources Committee – 10 September 2019</p> <p>2019-20 PERIOD 4 BUDGET MONITORING</p> <p>RESOLVED :</p> <p>(1) That the budget monitoring position for 2019/20 be noted.</p> <p>(2) That approval be given to a £15,000 contribution being made to the Scratby Steps scheme to be funded from the coastal fund earmarked reserve.</p>	Lorna Snow

4	<p>Policy and Resources Committee – 10 September 2019</p> <p>COUNCIL MOTION, LOWERING THE COUNCIL'S CARBON FOOTPRINT</p> <p>RESOLVED :</p> <p>(1) That approval be given to the commissioning of specialist external support to map the Council's carbon footprint and develop a carbon reduction plan.</p> <p>(2) That approval be given to the allocation of a maximum of £12,000 from the Council's special projects reserve to support this work along with providing re-usable cups/glasses for staff, Members and visitors to the Council.</p> <p>(3) That the Committee agrees that the Environment Committee become the Members Working Group, and will receive regular updates on the progress of this work and will approve the resultant carbon reduction plan and pass onto full Council for ratification.</p>	Kate Watts
5	<p>Policy and Resources Committee – 10 September 2019</p> <p>ENFORCEMENT GROUP PROGRESS UPDATE</p> <p>RESOLVED :</p> <p>That the Committee note the contents of the report.</p>	Kate Watts

6	<p>Policy and Resources Committee – 10 September 2019</p> <p>WINTERGARDENS STABILISATION WORKS</p> <p>RESOLVED :</p> <p>The Committee note the contents of the report and approve the allocation of up to £100,000 from the asset Management reserve to fund stabilisation works.</p>	Jane Beck
	<p>Economic Development Committee – 16 September 2019</p> <p>LOCAL INDUSTRIAL STRATEGY & ACCOMPANYING DRAFT NORFOLK & SUFFOLK LOCAL INDUSTRY STRATEGY</p> <p>RESOLVED :</p> <p>That Members endorse the LIS, however subject to the amendments suggested at the meeting, request that this would be on the basis that more reference and importance should be placed on:</p> <ul style="list-style-type: none"> • The importance of infrastructure to the economy, in particular the need to dual the Acle Straight which is supported by the Local Enterprise Partnership, Norfolk County Council, Transport East & the A47 Alliance, • The significance of the Tourism Sector and Visitor Economy in Greater Yarmouth, in particular, the need to reference the importance of the "Golden Mile" regeneration , and how Arts, Culture & Heritage should take centre stage in the "Underpinning Sectors" section and in the "Places" section of the strategy; specifically within the objectives, • The significance of Start-Up businesses , enhancing existing businesses and scaling up existing businesses and that the LIS should recognise this, • The role of the Apprenticeship Levy and the impact this could have on local SMEs and also the employment of local people if the levy could be redirected; and • The role that the "Future High Street Fund" and "Stronger Towns Fund" will take in the development of "Places". 	Michelle Burdett

	<p>Economic Development Committee – 16 September 2019</p> <p>QUARTER 1 PERFORMANCE REPORT 2019-20</p> <p>RESOLVED :</p> <p>That the Committee note the report and that all measures to be monitored during the next quarter.</p>	David Glason
	<p>Environment Committee – 18 September 2019</p> <p>QUARTER 1 PERFORMANCE REPORT 2019-20</p> <p>RESOLVED :</p> <p>That all measures be monitored during the next quarter.</p>	James Wilson
	<p>Environment Committee – 18 September 2019</p> <p>CHILDREN AND YOUNG PEOPLES PLAY AREAS</p> <p>RESOLVED :</p> <p>(1) That the Committee approve the recruitment of a Outdoor Play Project Officer on a six month fixed term contract.</p> <p>(2) The Strategic Director added that a further report on the outcome of the research will be sent to Committee following the Summer of 2020 when the usage figures will be measured.</p>	Daniel Hastings

	<p>Environment Committee – 9 October 2019</p> <p>ABANDONED VEHICLES</p> <p>RESOLVED :</p> <p>The Environment Committee note the findings of the report and the continue to monitor the service provision.</p>	<p>James Wilson</p>
	<p>Policy and Resources Committee – 15 October 2019</p> <p>NORTH QUAY SUPPLEMENTARY PLANNING DOCUMENT - PUBLIC CONSULTATION</p> <p>RESOLVED :</p> <p>That subject to the some of the wording being adjusted in line with Members comments :-</p> <ul style="list-style-type: none"> (1) The Committee endorse the leaflet questionnaire attached to the Strategic Planning Manager's report. (2) The Committee endorse the consultation approach as set out in the Strategic Directors report. 	<p>Sam Hubbard</p>
	<p>Policy and Resources Committee – 15 October 2019</p> <p>12 MONTH REVIEW OF PRE-APPLICATION CHARGING FOR POTENTIAL PLANNING APPLICATION</p> <p>RESOLVED :</p> <ul style="list-style-type: none"> 1) That the Committee note the successful first year of pre-application charging. 2) That approval be given to the exemption from charging for proposed “relocation” schemes within Coastal Change Management Areas being introduced. 3) That approval be given to an appropriate proposed review in fees to be made at a later date through the Council's Fees and Charges Schedule for 2020/21. 	<p>Adam Nichols</p>

	<p>Policy and Resources Committee – 15 October 2019</p> <p>NORFOLK MINERALS AND WASTE LOCAL PLAN - PREFERRED OPTIONS CONSULTATION RESONSE</p> <p>RESOLVED :</p> <p>That subject to the Head of Planning and Growth undertaking so work to strengthen the wording used within the document to highlight the strong views of the Borough Council :-</p> <p>(1) The Committee agrees with the County Council's proposed non-allocation of two potential minerals sites in Great Yarmouth Borough</p> <p>(2) The Committee agree to seek to have Beacon Business Park and the Port and Harbour area excluded from areas judged acceptable in principle for general waste management activities.</p>	<p>Sam Hubbard</p>
	<p>Policy and Resources Committee – 15 October 2019</p> <p>REVIEW OF THE TWO-DAY MARKET FEES AND AMENDMENTS TO MARKET POLICY</p> <p>RESOLVED :</p> <p>(1) That approval be given to the amendments to the Market Policy.</p> <p>(2) That the Committee recommend to Full Council</p> <p>(a) The approval of the January 2019 – April 2020/21 fees and charges for two day Markets rate for permanent traders of £0.50 per foot (depth calculations will remain unchanged) with a 50% addition for casual traders.</p> <p>(b) The approval of a fixed rate daily electricity charge of £3.</p>	<p>Jane Beck</p>

7	<p>Policy and Resources Committee – 15 October 2019</p> <p>REVIEW OF POLLING DISTRICTS, POLING PLACES AND POLLING STATIONS</p> <p>RESOLVED :</p> <p>That approval be given to the final recommendations as detailed within the Licensing and Election Managers report</p>	Denise Wilby
8	<p>Policy and Resources Committee – 15 October 2019</p> <p>DIGITAL STRATEGY</p> <p>RESOLVED :</p> <p>(1) That approval be given to the Digital Strategy and Action Plan.</p> <p>(2) That approval be given to the IT partnership agreement with Norfolk County Council being renewed for a further four years from June 2020</p>	Neil Shaw
9	<p>Policy and Resources Committee – 15 October 2019</p> <p>POLICY FOR REGISTRATION AND DECLARATION OF OFFICER INTERESTS</p> <p>RESOLVED :</p> <p>That approval be given to the Policy and associated documents.</p>	Caroline Whatling

10	<p>Housing and Neighbourhoods – 17 October 2019</p> <p>WARD HEALTH DATA REPORT</p> <p>RESOLVED :</p> <p>Members note the Ward Health Data Report.</p>	Neil Shaw
11	<p>Housing and Neighbourhoods – 17 October 2019</p> <p>HOUSING REVENUE ACCOUNT PERIOD 6 BUDGET MONITORING</p> <p>RESOLVED :</p> <p>That the 2019/20 Housing revenue and capital budget monitoring position – Period 1 to 6 (April – September 2019) and the full forecast budgets for 2019/20 be noted.</p>	Danielle Lee
12	<p>Housing and Neighbourhoods – 17 October 2019</p> <p>NEIGHBOURHOODS THAT WORK PROGRAMME</p> <p>RESOLVED:</p> <p>1) That following the receipt of the evaluation report, a meeting is arranged by the Strategic Director with the Big Lottery to assess the potential for future external funding streams.</p> <p>2) To work with Norfolk County Council's newly appointed VCSE Manager over the next 6 months to ascertain the value of community and voluntary sector work in the borough.</p> <p>3) To bring a further report outlining current provision; identifying any gaps or duplication; with a view to informing the future priorities of the Neighbourhoods & Communities Team from October 2020 onwards.</p>	Neil Shaw

13	<p>Housing and Neighbourhoods – 17 October 2019</p> <p>PERIOD POVERTY QUARTERLY REPORT</p> <p>RESOLVED :</p> <p>To transfer the remainder of the project board to DIAL and for DIAL to take over the lead partner role enabling the project to develop and attract additional external funding.</p>	Michelle De Oude
14	<p>Housing and Neighbourhoods – 14 November 2019</p> <p>TEMPORARY ACCOMODATION STRATEGY</p> <p>RESOLVED :</p> <p>The Committee approved the Temporary Accommodation Strategy and Action Plan.</p>	Nicola Turner

15	<p>Housing and Neighbourhoods – 14 November 2019</p> <p>HOUSING ADAPTATIONS SERVICE REVIEW</p> <p>RESOLVED :</p> <p>The Committee resolved:-</p> <ul style="list-style-type: none"> • To agree an increase in the Housing Revenue Account (HRA) revenue budget by £84,500 p.a. to enable the recruitment of one full time Technical Officer and one full time Occupational Therapist on fixed term contracts for 2 years, subject to a report on this matter being presented to the committee in 18 months time for review. • To an increase in the Housing Revenue Account (HRA) capital adaptations budget of £200,000 per annum for 2020/21 and 2021/22 • To agree to minor modifications to the current Adaptations Policy for Council Tenants as set out in section 7 of the report. 	Nicola Turner
16	<p>Housing and Neighbourhoods – 14 November 2019</p> <p>HRA DEBT CAP</p> <p>RESOLVED :</p> <p>That the Committee agree that:</p> <ul style="list-style-type: none"> • Subject to normal budget approval processes, the repairs and maintenance budget is reduced by £500,000 in 2020/21 and the subsequent two years. • The released revenue funding is used to support borrowing to fund a programme of acquisition or development of new Council homes within the HRA as set out in the report. • A review of further opportunities to fund new affordable housing is undertaken following the completion of the next stock condition survey in 2022. • Opportunities for sites are identified and a programme of delivery including numbers and time frames is developed and reported back to Members as set out in the report. • The Council's new build programme is delivered to be as energy efficient as possible and built to an agreed standard which is designed to reduce ongoing repair and maintenance costs, where this is both viable and appropriate. 	Nicola Turner / Karen Sly

17	<p>Housing and Neighbourhoods – 14 November 2019</p> <p>BOROUGH PROFILE DATA</p> <p>RESOLVED :</p> <p>That the committee noted the presentation and requested further data be brought to the December meeting.</p>	Nicola Turner
18	<p>Housing and Neighbourhoods – 14 November 2019</p> <p>SELECTIVE LICENSING</p> <p>RESOLVED :</p> <p>That the committee noted the contents of the update report ahead of future updates.</p> <p>Agreed the Members representing the Nelson Ward and The Housing & Neighbourhood Committee may attend a quarterly Nelson Ward Private Rented Sector Group.</p>	James Wilson

19	<p>Economic Development – 18 November 2019</p> <p>GREAT YARMOUTH TRANSPORT STRATEGY</p> <p>RESOLVED :</p> <ul style="list-style-type: none"> (i) That the Committee endorsed the outcome of the consultation and agreed to the changes to the draft Stage 3: Strategy Report as set out in Appendix A, including the removal of the word "Key" in relation to stakeholders (ii) That the Committee endorsed the Transport Strategy, subject to the completion of a Strategic Environmental Assessment. (Should this materially affect the Strategy, changes would need to be returned to, and agreed by, the Great Yarmouth Transport & Infrastructure Member Steering Group); and (iii) That the Committee endorsed the Great Yarmouth Transport Strategy for adoption through the Norfolk County Council Transport & Infrastructure Select Committee on 29 January 2020 & Norfolk County Council Cabinet on 3 February 2020. 	David Glason
20	<p>Economic Development – 18 November 2019</p> <p>ECONOMIC DEVELOPMENT - PROGRESS REPORT</p> <p>RESOLVED :</p> <ul style="list-style-type: none"> (i) That the Committee received and reviewed Economic Development progress against delivery of the adopted Economic Growth Action Plan (Annex A) (ii) That the Committee noted the progress and achievements made within the Enterprise GY service. 	Nicola Turner

21	<p>Economic Development – 18 November 2019</p> <p>ECONOMIC DEVELOPMENT PERFORMANCE REPORT Q2 2019-2020</p> <p>RESOLVED :</p> <p>(i) That the Committee note the Quarter 2, Economic Development Performance report, 2019-20.</p>	David Glason
22	<p>Environment – 20 November 2019</p> <p>COASTAL MANAGEMENT AT HEMSBY</p> <p>RESOLVED :</p> <p>That the Environment Committee approve the following recommendations:</p> <ol style="list-style-type: none"> 1. Approve draft purpose and objectives of the project. 2. Support the development of short term adaptation options for further consideration. 3. Council to support and lead the development and delivery, if viable, of the option of a rock berm for the short term defence option. 4. Funding of £75,000 to be allocated from the Coastal Repairs and Maintenance Revenue budget to undertake short term defence option development including, EIA process, apply for consents and design. 	Jane Beck

23	<p>Environment – 20 November 2019</p> <p>GULLS POLICY UPDATE AND REVIEW OF ACTIONS</p> <p>RESOLVED :</p> <p>The Committee agreed the minor amendments to the gull’s policy and agreed the workplan for the next 2 years.</p>	James Wilson
24	<p>Environment – 20 November 2019</p> <p>BULKY WASTE SERVICE CHARGES</p> <p>RESOLVED :</p> <p>The Committee resolved to defer the item to the next Policy and Resources Committee.</p>	James Wilson
25	<p>Policy and Resources – 26 November 2019</p> <p>INTRODUCTION OF CHARGES FOR STREET NAMING AND NUMBERING</p> <p>RESOLVED :</p> <p>That approval be given to :-</p> <p>1) The introduction of charges for applications for street naming and numbering of new developments as set out in the report.</p> <p>2) The introduction of those charges on the 1st January 2020.</p>	Sam Hubbard

26	<p>Policy and Resources – 26 November 2019</p> <p>QUARTER 2 KEY PROJECT AND PERFORMANCE</p> <p>RESOLVED :</p> <p>(1) That all measures be monitored during the next quarter</p> <p>(2) That all key projects continue to be monitored over the next quarter with the aim of maintaining a green status and where possible attaining a green status for those key projects which are currently amber.</p> <p>(3) That a Wellsley Recreation Ground Members Working Group be arranged.</p>	James Wedon
27	<p>Policy and Resources – 26 November 2019</p> <p>BULKY WASTE SERVICE CHARGES</p> <p>RESOLVED :</p> <p>(1) The April 2020/21 fees and charges for the Bulky Waste service being set at £20 for 1-3 items and £40 for 4-6 items.</p> <p>(2) That the revised charging structure for the Bulky Waste service be included within the existing fees and charges list for the Council to review annually in line with the Council's fees and charges policy from 21/22 onwards.</p> <p>(3) That a cost effective service for local communities and landlords for large collections such as after a tenant has vacated a house be developed.</p>	James Wilson

28	<p>Policy and Resources – 26 November 2019</p> <p>2019-20 PERIOD 6 BUDGET MONITORING</p> <p>RESOLVED :</p> <p>That the Committee considered and noted the 2019/20 budget monitoring position.</p>	Lorna Snow
29	<p>Policy and Resources – 26 November 2019</p> <p>2019-20 TREASURY MANAGEMENT MID YEAR REPORT</p> <p>RESOLVED :</p> <p>That approval be given to the Treasury Management half yearly report for 2019/20</p>	Karen Sly

30	<p>Policy and Resources – 26 November 2019</p> <p>COUNCIL TAX SUPPORT SCHEME 2020</p> <p>RESOLVED :</p> <p>To recommend to Council approval of the following :-</p> <p>To continue with the existing scheme for 2020 - a maximum award of 91.5% of the Council Tax Liability for Working Age but including:</p> <ol style="list-style-type: none"> 1) The introducing of a flat rate non-dependant deduction of £5.00 per week 2) A self-employed minimum income floor based on the minimum wage for existing council tax support recipients. 3) Extend the period of backdated council tax support to 12 months, with discretion for a longer period under exceptional circumstances 4) To combine smaller adjustments of council tax support entitlement until such a time that a revised Council Tax bill should be practically issued 	Miranda Lee
31	<p>Policy and Resources – 26 November 2019</p> <p>COUNCIL TAX DISCOUNTS 2020-21</p> <p>RESOLVED :</p> <p>That the following be recommended to Council for approval :-</p> <ol style="list-style-type: none"> 1) To approve the council tax discounts as shown in Section 3.1 which will apply for 2020/21 2) To approve in principal to adopt the discount changes in 2.3 for the future years, subject to recommendations and approvals each year. 	Stuart Brabben

32	<p>Policy and Resources – 26 November 2019</p> <p>COUNCIL TAX - TAX BASE 2020</p> <p>RESOLVED :</p> <p>That Council be recommended to approve the following :-</p> <p>(1) That the estimated tax bases for the Borough and for each parish, as shown in Appendix A of the Revenue's Manager's report be approved.</p>	Stuart Brabben
33	<p>Policy and Resources – 26 November 2019</p> <p>FEES AND CHARGES POLICY 2020-21 TO 2024-25</p> <p>RESOLVED :</p> <p>That the revised fees and charges policy 2020/21 to 2024/25 be considered and recommend the policy to Council for approval.</p>	Karen Sly

34	<p>Policy and Resources – 26 November 2019</p> <p>MEDIUM TERM FINANCIAL STRATEGY 2020-21</p> <p>RESOLVED :</p> <p>That the following be recommended to Council for approval :-</p> <ul style="list-style-type: none"> a) The updated Medium-Term Financial Strategy b) The current financial forecast for 2020/21 c) The revised reserves statement as included at Appendix B to the financial strategy d) That Great Yarmouth Borough Council takes part in the Norfolk Business Rates Pool for 2020/21.and approvals each year. 	Karen Sly
35	<p>Policy and Resources – 26 November 2019</p> <p>ST GEORGES TRUST - LIAISON BOARD</p> <p>RESOLVED :</p> <p>That Council be asked to approve the following :-</p> <p>(1) The creation of a St Georges Trust Liaison Board in accordance with the Terms of Reference as detailed within the Head of Inward Investment's report.</p>	Michelle Burdett

36	<p>Policy and Resources – 26 November 2019</p> <p>CORPORATE PLAN</p> <p>RESOLVED :</p> <p>That approval be given to the final draft version of the Corporate Plan for consultation with Key Stakeholders.</p>	Sheila Oxtoby
37	<p>Policy and Resources – 26 November 2019</p> <p>REVIEW OF THE TWO DAY MARKET FEES</p> <p>RESOLVED :</p> <p>That Council be asked to approve the following :-</p> <p>(1) January 2020 – April 2020/21 fees and charges for two day Markets. Rate for permanent traders of £0.50 per foot (depth calculations will remain unchanged) with a 50% addition for casual traders.</p> <p>(2) Fixed rate daily electricity charge of £3.</p>	Sheila Oxtoby

38	<p>Policy and Resources – 26 November 2019</p> <p>LOCATION OF COUNCIL CHAMBER - OPTIONS APPRAISAL</p> <p>RESOLVED :</p> <p>That approval be given to a budget of £130,000 for the relocation of the Council Chamber to Room 16, First Floor, Town Hall.</p>	Sheila Oxtoby
39	<p>Policy and Resources – 26 November 2019</p> <p>FEES AND CHARGES BEACH HUTS</p> <p>RESOLVED :</p> <p>To recommend the following to Council :</p> <p>(1) To approve the rental and sale options for the Beach Huts located on the Lower Promenade, Gorleston-on-Sea.</p>	Sheila Oxtoby