



GREAT YARMOUTH
BOROUGH COUNCIL

Council

Date: Tuesday, 29 September 2020

Time: 18:30

Venue: Virtual

Address: [Venue Address]

AGENDA

Open to Public and Press

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 DECLARATIONS OF INTEREST

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare the interest and leave the room while the matter is dealt with.

You have a Personal Interest in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

You must declare a personal interest but can speak and vote on the matter.

Whenever you declare an interest you must say why the interest arises, so that it can be included in the minutes.

3 MAYOR'S ANNOUNCEMENTS

To consider any announcements from His Worship the Mayor.

4 MINUTES 4 - 10

To confirm the minutes of the meeting held on the 30 July 2020.

5 SERVICE COMMITTEE DECISION LIST FOR THE PERIOD 24 JUNE 2020 TO 28 JULY 2020 11 - 17

Report attached.

6 POPS MEADOW GORLESTON 18 - 20

Report attached.

7 ACQUISTION OF PROPERTY FOR TRANSISTIONAL HOUSING 21 - 26

Report attached.

8 EXCLUSION OF PUBLIC

In the event of the Committee wishing to exclude the public from the meeting, the following resolution will be moved:-

"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."

9 CONFIDENTIAL - POPS MEADOW GORLESTON APPENDICES

Details

10 CONFIDENTIAL APPENDIX - ACQUISTION OF PROPERTY FOR TRANSISTIONAL HOUSING

Details

11 CONFIDENTIAL MINUTES

Details

12 CONFIDENTIAL SERVICE COMMITTEE DECISION LIST FOR
THE PERIOD 24 JUNE 2020 TO 28 JULY 2020

Details

Council

Minutes

Thursday, 30 July 2020 at 18:30

PRESENT:

His Worship the Mayor, Councillor Jeal (in the Chair); Councillors Annison, Bensly, Bird, Borg, Cameron, Candon, G Carpenter, P Carpenter, Cordiner-Achenbach, Fairhead, Flaxman-Taylor, Freeman, Galer, Grant, Hacon, D Hammond, P Hammond, Lawn, Martin, Mogford, Myers, Plant, Robinson-Payne, Scott-Greenard, Smith, Smith-Clare, Stenhouse, Talbot, Thompson, Wainwright, B Walker, C M Walker, C Walker, Waters-Bunn, Wells Williamson, B Wright & A Wright.

Ms S Oxtoby (Chief Executive Officer), Ms K Sly (Finance Director), Mrs P Boyce (Strategic Director), Ms C Whatling (Monitoring Officer) & Mrs S Wintle (Corporate Services Manager).

Mr A Quinton, Mr A Yardley & Mr M Severn (IT Support).

1 APOLOGIES FOR ABSENCE

There were no apologies for absence.

2 DECLARATIONS OF INTEREST

Councillor Plant declared a personal interest in Item 14 as he was a Director of Equinox Enterprises Ltd, however, in accordance with the Council's Constitution was allowed to both speak and vote on the matter.

3 ANNOUNCEMENTS

His Worship the Mayor reported that a private ceremony would take place to honour VJ Day in August and that only himself, the Leader of the Council, Councillor Wainwright & Councillor Myers had been invited to attend.

His Worship the Mayor reminded Council that the meeting would be recorded and all comments both on air and in the subject box could be subject to freedom of Information requests.

The Leader gave an overview regarding how the Council had responded to the Covid19 pandemic over the last four months. He thanked the Chief Executive and all the staff for the sterling work they had undertaken during this difficult period helping local residents and businesses alike. The Leader also thanked Councillor Wainwright for his support, even though at times, they had expressed differences of opinion. The Leader announced that the introduction of the Cabinet system which had been due to come into effect in May 2021 had been put on hold for a further 12 months pending the publication of the Government White Paper in September on Devolution and the Recovery Plan. A White Paper was also expected on Social Care.

Councillor Wainwright thanked the Chief Executive, the Leader of the Council and all the staff for their hard work and dedication. He also thanked the Corporate Services Manager for the seamless introduction of the virtual committee meeting system. Councillor Wainwright hoped that Government would take into account the timely intervention and success of the Council during the pandemic which showed the continued need for local democracy.

Councillor Myers thanked the Chief Executive and the staff for their magnificent response to Covid19.

His Worship the Mayor also thanked the Chief Executive, the three party leaders and the staff for all their hard work and dedication to the residents and business in the Borough.

The Chief Executive Officer thanked her staff who had exceeded all expectations and the political leaders who had supported her on a daily basis to ensure that nobody got left behind, be it residents or businesses, in the Borough.

Councillor Scott-Greenard reported how successfully the Council had worked in partnership with the voluntary sector throughout the pandemic. He singled out the work of the Early Help Hub and that the GYBC response should be

recognised as the model response by all the other Councils in the County.

4 MINUTES

That the minutes of the meeting held on the 20 February 2020 be confirmed by assent.

CARRIED.

5 SERVICE COMMITTEE DECISION LIST FOR THE PERIOD 4 FEBRUARY 2020 to 23 JUNE 2020

That the Service Committee Decision List for the period 4 February 2020 to 23 June 2020 be approved by assent.

CARRIED.

6 CAPITAL STRATEGY 2020-21

Council received and considered the report from the Capital Projects and Senior Accountant.

The Leader presented the report to Council. The report provided a framework which gave a high level overview of how capital expenditure, capital financing and treasury management activity contributed to the provision of local public services together with an overview of how associated risk was managed and the implications for future financial sustainability. The report highlighted how the Council's decisions on capital spend had financial implications for the future and financial planning of the Council.

PROPOSER: Councillor Smith

SECONDER: Councillor Plant

That Council approve the 2020/21 Capital Strategy.

CARRIED.

7 INVESTMENT STRATEGY 2021

Council received and considered the report from the Capital Projects and Senior Accountant.

The Leader presented the report to Council. The Leader reported that the report provided a framework which informed decisions in relation to the Council's investments and supported other strategies including the treasury management strategy.

PROPOSER: Councillor Smith

SECONDER: Councillor Plant

That Council approves the 2020/21 Investment Strategy.

CARRIED.

8 HOUSING REVENUE ACCOUNT – OUTTURN 2019- 20

Council received and considered the report from the HRA Service Accountant.

The Leader presented the report to Council. He reported that the Housing Revenue Account (HRA) annual outturn had a deficit of !1.876m against a forecasted deficit of £2.858m, resulting in a variance of £982k.

PROPOSER: Councillor Smith

SECONDER: Councillor Plant

That Council approve:

(i) the outturn position for the Housing Revenue Account (HRA) for 2019/20 as included in the report and appendices,

(ii) the updated 2020/21 HRA revenue and expenditure budget as detailed at Appendix C; and

(iii) the updated 2020/21 HRA capital programme and associated financing as detailed within the report and at Appendix D.

CARRIED.

9 FINANCIAL OUTTURN REPORT 2019-20

Council received and considered the report from the Finance Director.

The Leader reported that the draft outturn position for the General Fund Account and capital programme for the 2019/20 financial year which had been used to inform the production of the statutory accounts for Audit and subsequent approval by the Audit & Risk Committee later in the year. The report detailed the more significant year-end variances compared to the current budget for 2019/20. The report gave recommendations for contributions to and from earmarked reserves and the general reserve as applicable between financial years and an update on the financial impact of Covid19 for the Council.

Councillor Plant reported that the £150k taken from the general reserve for the Norfolk Strategic Fund in respect of Covid19 recovery would help businesses in the Borough to get back on their feet.

PROPOSER: Councillor Smith

SECONDER: Councillor Wainwright

That Council agree:

- (i) the outturn position for the general fund account for 2019/20 as included in the report and appendices,
- (ii) the transfers to and from reserves (General and Earmarked) as detailed within the report and Appendix together with an updated reserves statement (Appendix C),
- (iv) to transfer the surplus of £46,484 to the general reserve to mitigate the impact of Covid19,
- (v) the financing of the 2019/20 capital programme as detailed within the report and at Appendix D; and
- (vi) the updated capital programme for 2020/21 as included at Appendix E.

10 ROUGH SLEEPING STRATEGY AND ACTION PLAN 2020

Council received and considered the report of the Housing Director.

The Leader presented the report to Council. he reported that as a result of the current Covid19 pandemic, the Council had accommodated 153 people who were rough sleepers or at risk of rough sleeping with 63 still accommodated as at 30 June 2020. To ensure that the needs of these individuals could be met, and that there would be a sustained reduction in the number of rough sleepers across the Borough, as well as a reduction in street drinking and begging, a Rough Sleeping strategy and costed Action Plan had been produced.

PROPOSER: Councillor Smith

SECONDER: Councillor Plant

That Council approve:

(i) the adoption of the Rough Sleeping Strategy and Action Plan 2020 and approval of the actions set out in the action Plan; and

(ii) the additional capital spend of up to £6.4m and revenue commitment of up to £118,750 identified in the Action Plan, subject to approval of the Capital Strategy.

CARRIED.

11 GREAT YARMOUTH FUTURE HIGH STREET FUND

Council received and considered the report from the Chief Executive Officer & Development Director.

The Leader reported that a Great Yarmouth Future High street Fund bid for £19.9m was submitted to Government on 5 June 2020 to deliver a series of inter-connected projects with a total project cost of £49.2m to transform Great Yarmouth Town Centre. The proposals introduced new residential and contemporary living and combine an exciting mix of traditional market, heritage centre, arts programme and a modern, technology-led library and learning offer, where the economic, social and wellbeing benefits would be extended to both residents and visitors.

PROPOSER: Councillor Smith

SECONDER: Councillor Plant

That Council agree:

(i) that £24.6m be earmarked for the Future High Street Fund in the capital programme to be funded by borrowing. The earmarked funding is to be released on approval by Policy & Resources Committee and subject to a report on the business case for each intervention being received; and

(ii) to delegate authority to the Policy & Resources Committee to acquire and dispose of assets in delivering the Future High Street Programme.

CARRIED.

12 ANY OTHER BUSINESS

His Worship the Mayor reported that there was no other business being of sufficient urgency to warrant consideration.

13 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.

14 CONFIDENTIAL BEACON PARK HOUSING APPRAISAL - PHASE 2

(Confidential Minute on this Item)

15 GREAT YARMOUTH FUTURE HIGH STREET FUND - CONFIDENTIAL APPENDIX B

(Confidential Minute on this Item)

16 CONFIDENTIAL SERVICE COMMITTEE DECISION LIST FOR THE PERIOD 4 FEBRUARY 2020 TO 23 JUNE 2020

(Confidential Minute on this Item)

17 GREAT YARMOUTH OPERATIONS AND MAINTENANCE CAMPUS IN SOUTH DENES

(Confidential Minute on this Item)

The meeting ended at: 20:30

Service Committee Decision List from 24 JUNE 2020 to 28 July 2020

	Details of Decision	Officer Lead
1	<p>Policy and Resources Committee – 21 July 2020</p> <p>JOINT COASTAL ADAPTATION SUPPLEMENTARY PLANNING DOCUMENT INITIAL PUBLIC CONSULTATION</p> <p>RESOLVED :</p> <p>That the Committee:</p> <ul style="list-style-type: none"> (i) endorses the initial consultation document on the Coastal Adaptation SPD included as appendix 1 to this report for consultation; (ii) delegates authority to the Director of Development to make minor amendments to the consultation document prior to consultation. 	Sam Hubbard
2	<p>Policy and Resources Committee – 21 July 2020</p> <p>COMPLAINTS POLICY</p> <p>RESOLVED :</p> <p>That the Committee approve and adopt the new Complaints Policy from 1st September 2020.</p>	James Wedon
3	<p>Policy and Resources Committee – 21 July 2020</p> <p>CULTURE, HERITAGE & TOURISM STRATEGY AND DELIVERY PLAN</p> <p>RESOLVED :</p> <p>That the Committee:</p> <ul style="list-style-type: none"> (i) Review and approve the 10 year Culture, Heritage & Tourism Strategy and Delivery Plan. (ii) Endorse the four themes within the Strategy and resolve to embed these as part of the Town Investment Plan (iii) Request an update monitoring report on the Strategy's Delivery Plan as a "living document" twice per year with input from Cultural & Tourism Board Partners 	Paula Boyce

4	<p>Policy and Resources Committee – 21 July 2020</p> <p>SERVICE LEVEL AGREEMENTS AND VOLUNTARY, COMMUNITY, SOCIAL ENTERPRISE GRANTS 2020-21</p> <p>RESOLVED :</p> <p>That the Committee:</p> <ul style="list-style-type: none"> (i) Review the contents of the report and in particular the table in Appendix 1 which details the Service Level Agreements and Community Grant agreements in place, (ii) Subject to satisfactory performance monitoring reports, given the extenuating circumstances of the pandemic, to approve the roll forward of the SLAs and Community Grant as detailed in the report for a further five months i.e. April to August 2021 (in Q2 of 2021/22), (iii) Agree to a re-set of the Community Grant criteria and process based on the predicted type and level of community support likely to be required as a result of the pandemic. The Council's funding for Information, Advice & Guidance services including community grants to be considered as part of a proposed community commissioning model, as part of the Great Yarmouth locality from September 2021; and (iv) Agree to extend the scope of the existing Business Liaison Board responsible for St. George's Trust's Service Level Agreement to include oversight of SeaChange Arts' delivery of its Service Level Agreement. The Business Liaison Board to therefore receive performance monitoring reports in line with the key performance measures within the SLA for St.George's Trust and the SLA SeaChange Arts. 	Michelle Burdett
5	<p>Policy and Resources Committee – 21 July 2020</p> <p>ANNUAL DEBT RECOVERY 2019/20</p> <p>RESOLVED :</p> <p>That the Committee</p> <ul style="list-style-type: none"> (i) approve the annual report giving details of the Council's write-offs in accordance with the Council's Recovery Guidelines and performance in relation to revenues collection; and (ii) amend the 2020/21 Council Tax and Business rates collection targets for 2020/21 as outlined in Appendix 1, Table 6 of the report. (6) The updated Capital Programme and financing for 2019/20 to 2020/21 as detailed at Appendix G; (7) New capital bid proposals at Appendix H; 8) The prudential indicators and minimum revenue provision policy as detailed at Appendix I 	Miranda Lee

6	<p>Policy and Resources Committee – 21 July 2020</p> <p>LOCAL COUNCIL TAX SUPPORT - PERMISSION TO CONSULT FOR 2021 SCHEME</p> <p>RESOLVED :</p> <p>That the Committee grant permission to consult on retaining the current scheme for 2021 but including the further options within the consultation as set out in section 4.1 of the report.</p>	Miranda Lee
7	<p>Policy and Resources Committee – 21 July 2020</p> <p>CAPITAL STRATEGY 2019/20</p> <p>RESOLVED :</p> <p>That the Policy & Resource Committee recommends to Council that it approves the 2020/21 Capital Strategy.</p>	Karen Sly
8	<p>Policy and Resources Committee – 21 July 2020</p> <p>INVESTMENT STRATEGY 2021</p> <p>RESOLVED :</p> <p>That the Policy & Resource Committee approve and recommend to Council the 2020/21 Investment Strategy.</p>	Lorna Snow
9	<p>Policy and Resources Committee – 21 July 2020</p> <p>2019/20 TREASURY MANAGEMENT OUTTURN REPORT</p> <p>RESOLVED:</p> <p>That the Committee approve the Treasury Management outturn report and indicators for 2019/20.public on the proposals.</p>	Karen Sly

10	<p>Policy and Resources Committee – 21 July 2020</p> <p>HOUSING REVENUE ACCOUNT – OUTTURN 2019/20</p> <p>RESOLVED:</p> <p>That the Policy & Resource Committee recommend to Council:</p> <ul style="list-style-type: none"> (i) The outturn position for the Housing Revenue Account for 2019/20 as included in the report and appendices, (ii) The updated 2020/21 HRA revenue and expenditure budget as detailed at Appendix C of the report; and (iii) the updated 2020/21 HRA capital programme and associated financing as detailed within the report and at Appendix D. 	Karen Sly
11	<p>Policy and Resources Committee – 21 July 2020</p> <p>FINANCIAL OUTTURN REPORT 2019/20</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> (i) That the Committee agree to allocate £150,000 from the General Reserve as detailed within the report to be used as the Borough Council's contribution to the Norfolk Strategic Fund in respect of the Covid19 recovery in 2020/21. <p>That the Committee recommend to Council the following:</p> <ul style="list-style-type: none"> (ii) The outturn position for the general fund account for 2019/20 as included in the report and appendices (iii) The transfers to and from reserves (general and earmarked) as detailed within the report and Appendix together with an updated reserves statement (Appendix C) (iv) Transfer the surplus of £46,484 to the general reserve to mitigate the impact of Covid 19 (v) The financing of the 2019/20 capital programme as detailed within the report and at Appendix D; and (vi) The updated capital programme for 2020/21 as included at Appendix E. 	Karen Sly

12	<p>Policy and Resources Committee – 28 July 2020</p> <p>NORTH WEST TOWER - TRANSFER OF OWNERSHIP TO GREAT YARMOUTH PRESERVATION TRUST</p> <p>RESOLVED :</p> <p>That Committee :-</p> <ul style="list-style-type: none"> (i) Agree the grant of £20,000 from the Council's Asset Management Reserves to act as match funding to secure the AHF grant which is likely to be in the region of £170,000. (ii) Agree to transfer ownership of the North West Tower to Great Yarmouth Preservation Trust at nil value, subject to the appropriate independent valuation process being completed. 	Darren Barker
13	<p>Policy and Resources Committee – 28 July 2020</p> <p>ANNUAL PERFORMANCE REPORT</p> <p>RESOLVED :</p> <ul style="list-style-type: none"> (i) Approve the annual performance report for 2019/20. (ii) (2) Agree that all key projects continue to be monitored over the financial year with the aim of maintaining a green status (on target) and where possible attaining a green status for those key projects which are currently amber. 	James Wedon
14	<p>Policy and Resources Committee – 28 July 2020</p> <p>CORPORATE ENFORCEMENT POLICY</p> <p>RESOLVED :</p> <p>That the Committee agree the adoption of the Corporate Enforcement Policy</p>	James Wilson

15	<p>Policy and Resources Committee – 28 July 2020</p> <p>PROPOSAL TO IMPLEMENT CHARGES IN RESPECT OF FAILURE TO JOIN A GOVERNMENT APPROVED REDRESS SCHEME</p> <p>RESOLVED :</p> <p>The Committee agree the introduction of a fixed charge of £5000 for a failure to comply with a direction by the Council to participate in a Government Approved Redress Scheme.</p>	James Wilson
16	<p>Policy and Resources Committee – 28 July 2020</p> <p>PRIVATE SECTOR HOUSING FINANCIAL PENALTIES POLICY</p> <p>RESOLVED :</p> <p>That the Committee approve the Private Sector Housing Financial Penalties Policy as an alternative to prosecution for relevant housing offences.</p>	James Wilson
17	<p>Policy and Resources Committee – 28 July 2020</p> <p>PROCUREMENT OF STRATEGIC DEVELOPMENT PARTNER</p> <p>RESOLVED :</p> <p>That the Committee:</p> <ul style="list-style-type: none"> (i) Approve the procurement of a Master Developer to be the Council's Strategic Development Partner as set out in the report, (ii) Agree that The Conge redevelopment shall be progressed as the first site to be developed by the Master Developer. 	Nicola Turner

18	<p>Policy and Resources Committee – 28 July 2020</p> <p>ROUGH SLEEPING STRATEGY AND ACTION PLAN 2020</p> <p>RESOLVED :</p> <p>That the Policy & Resources Committee recommend to Full Council:</p> <ul style="list-style-type: none"> (i) The adoption of the Rough Sleeping Strategy and Action Plan 2020 and approval of the actions set out in the Action Plan, (ii) (ii) The approval of additional capital spend of up to £6.4m and revenue commitment of up to £118,750 identified in the Action Plan; and (iii) That subject to recommendation number (ii) being agreed, the capital Strategy for 2020/21 be updated accordingly. 	Nicola Turner
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Exempt Information: APPENDIX A and B NOT FOR PUBLICATION

- (1) The content of **Appendix A and B** of this report qualifies as exempt information under Section 100(A)(4) and paragraph 3 of Part I of Schedule 12A of the Local Government Act (1972) as it is information relating to the financial or business affairs of any particular person (including the authority that hold that information), and
- (2) After applying the public interest test, it is clear that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority's ability to manage its commercial, financial and business affairs and accordingly **Appendix A and B** of this report should remain exempt.

Subject: Pops Meadow Gorleston

Report to: Executive Leadership Team – 9th September 2020

Full Council – 29th September 2020

Report by: Property and Asset Management

SUBJECT MATTER/RECOMMENDATIONS

This report considers the future of Pops Meadow, Gorleston and recommends the sale of land based on the recommendations of the task and finish group evaluation. The sale will generate a general fund capital receipt of £100k from bidder 1.

Recommendation – For the freehold disposal of the Pops Meadow site for £100k for existing use purposes based on the expression of interest from bidder 1 to include a negotiated overage percentage outlined in confidential appendix B.

1. BACKGROUND

The Policy and Resources Committee on the 21st January 2020 agreed to formally advertise for expressions of interest in relation to the freehold sale of the Pops Meadow site. Marketing opened initially for a 12-week period closing April 2020.

The committee nominated a politically balanced Task and Finish panel including Group Leaders to review, evaluate and recommend, based on agreed criteria the evaluation of any expressions of interest received.

The criteria for evaluation was as follows:

Criteria	Points Allocation	Weighting multiplier
In line with Corporate Priorities	1 – 10	3
Achieves a capital receipt	1 – 10	2
In line with Community need	1 – 10	2

The marketing of the site and expressions of interest due to COVID-19 restrictions was extended to the 22nd May 2020.

2. PROPOSAL

A total of 13 valid expressions of interest were received across a range of areas:

- Continuation of existing use
- Residential
- Commercial / mixed use
- Community provision

The Task and Finish panel met on the 3rd August 2020 to review and evaluate the expressions of interest. The following table outlines the overall scoring from the information supplied with the bid:

Task and Finish Panel Evaluation: 3rd August 2020	
Bidder	Total Score
Existing Use Proposals:	
1.	67
2.	43
3.	52
Residential Proposals:	
4.	56
5.	47
6.	53
7.	43
Commercial/Mixed Use Proposals:	
8.	50
9.	41
10.	36
11.	37
Community Use:	
12.	44
13.	39

The full detail of the scoring and recommendations can be seen at confidential appendix A.

3. OPTION

Following the evaluation of the tenders the recommendation to Full Council is to offer the site for freehold sale based on a proposal for continued existing use.

The proposal will see the site open for free entry and incorporate family entertainment and leisure facilities including; themed miniature golf course, café and seating area (indoor and outdoor facilities) and a small operated children's ride / entertainment area. The proposal will include a garden area with grass, plants, trees and bushes to highlight nature and enable the location to be developed as a place for all ages to enjoy.

Consideration has been given to the Acquisitions and Disposal Policy. The asset does satisfy the under-used test having been empty for in excess of two years and significantly under occupier prior to this period. In addition to this the surplus test is met through section 6(a) and 6(b) of the policy identifying that land or property may be considered for disposal following an asset management review and the identification of development opportunities.

Pops Meadow is a key area of land but is not recognised as open space but the opportunity for the land to continue to be enjoyed by a range of customers is seen at this stage as an important deliverable for the council. The option for the land to continue as existing use will open up the area once again for visitors and will see the local community retail what has been identified as an important outdoor space.

4. Financial Analysis

The site is currently vacant and has been for a period in excess of 2 years and does not currently generate revenue income for the council.

The recommended proposal will generate a capital receipt through the sale of the freehold with an incorporated covenant in relation to any future development. It is recommended that this covenant is included within the agreement and negotiated to an agreed level by the Property and Asset team.

5. Conclusions

The Acquisitions and Disposal Policy does state under section 6(a) and (b) that land or property may be considered for disposal following an asset management review or a considered development opportunity.

Best consideration will be achieved, a valuation based on existing use value has been completed and the offer price of bidder 1 is both within the value range of disposal and achieves the highest overall criteria score. The addition of a future development income clause to be negotiated with the bidder is recommended to safeguard any future land value uplift. It is therefore recommended that negotiations commence with the successful bidder to purchase the land for existing use operations with a in perpetuity clause for any further redevelopment of the site.

Attached at confidential appendix B the land valuation and suggested percentage clause for redevelopment.

6. RECOMMENDATIONS

Recommendation – For the freehold disposal of the Pops Meadow site for £100k for existing use purposes based on the expression of interest from bidder 1 to include a negotiated overage percentage outlined in confidential appendix B.

Area for consideration	Comment
Monitoring Officer Consultation:	Included
Section 151 Officer Consultation:	Included
Existing Council Policies:	
Financial Implications:	Yes
Legal Implications (including human rights):	Yes
Risk Implications:	Yes
Equality Issues/EQIA assessment:	No
Crime & Disorder:	No
Every Child Matters:	No

CONFIDENTIALITY

The contents of the appendix to this report qualifies as exempt information under section 100(A)(4) and paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as it is “*information relating to the financial or business affairs of any particular person* (including the authority holding that information)”

and

2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. Accordingly, it is proposed that the appendix shall remain exempt.



URN: 20-061

Subject: Acquisition of Property for Transitional Housing

Report to: ELT

Policy & Resources Committee

22 September 2020

Report by: Nicola Turner, Housing Director

SUBJECT MATTER/RECOMMENDATIONS

This report seeks approval to purchase a number of properties from a Registered Provider to be held within the General Fund. Once repaired and renovated the properties shall be used as a transitional housing scheme allowing the occupiers to learn the skills to successfully maintain a tenancy.

Recommendations:

It is recommended that Policy and Resources Committee:

1. Approve, subject to a successful application for grant funding, the purchase of the properties identified in the Confidential Appendix from the Registered Provider.
2. Recommend to Full Council the approval of the expenditure and the borrowing set out in the Confidential Appendix to purchase, repair and renovate the properties and meet all associated costs associated with the purchase and the intended use of the properties.
3. Delegate decisions in relation to the purchase of the properties and the completion of the required renovation works to the Head of Asset and Property Management and completion of any lease/licence to manage the properties once renovated to the Housing Director and Section 151 Officer.

1. Introduction

1.1 The Covid-19 pandemic has highlighted issues of homelessness and led to the Council making offers of temporary accommodation to 153 people who were rough sleepers or at risk of rough sleeping between 23 March and 30 June as part of the “Everyone In” initiative. A significant number remain in the Council’s temporary accommodation and the Council is working with the individuals to support them into settled accommodation. In response, the new Rough Sleeping Strategy and Action Plan 2020 was adopted by Full Council on 30 July 2020. The strategy and action plan has three separate but interconnected parts:

- Maintaining the Initial Response
- Meeting Housing and Support Needs
- A New Preventative Approach.

1.2 The action plan included an action in relation to the provision of additional supported housing for rough sleepers with low support needs or those at risk of rough sleeping who have never held a tenancy. This form of supported housing is referred to within this report as transitional housing. Through the adoption of the Rough Sleeping Strategy and Action Plan 2020 and subsequent approval of the 2020/21 Capital Programme £1.2m of borrowing within the HRA was approved to support the provision of transitional housing. This report seeks approval of the delivery of the transitional housing scheme, which will now be held in the General Fund. The delivery of a transitional housing scheme sits within the Meeting Housing and Support Needs and A New Preventative Approach workstreams of the Rough Sleeping Strategy.

2. Transitional Housing Scheme

2.1 Prior to Lockdown, the Council was approached by a Registered Provider which owns a number of flats in Great Yarmouth which they are looking to dispose of. Initial conversations took place to see whether a local charity would be able to lease these properties from the Registered Provider. The charity would use one flat to provide an office and neutral meeting space and would employ a support worker who through a focus on supporting residents into paid/unpaid employment would also ensure residents gain the skills to effectively maintain a tenancy. Residents would stay in the properties for up to two years. The period living in the transitional housing scheme would provide a period of settled accommodation which would be used to demonstrate to landlords they are good tenants and would break the cycle of any previous homelessness. Unfortunately, this proved an unviable option and the Council looked instead to purchase the properties from the Registered Provider to use as transitional housing – on the same basis.

- 2.2 Discussions with the local charity have been on the basis of the Council charging the equivalent of a social formula rent to the charity for the properties through an initial 5-year lease with the option to extend on a year by year basis for a further 5 years. The Council would retain repair and maintenance liability, but the charity would be responsible for damage (fair wear and tear excepting) and internal decoration of the properties as well as for maintaining external communal areas to the required standard. The charity would charge rents set at Local Housing Allowance levels to their tenants to ensure the rents are affordable when residents are working. The Council would have full nomination rights for the period of the lease and will work with local hostel providers to ensure residents who are required to leave as they no longer require the support provided by the hostel/single homeless supported housing scheme but are not ready for independent tenancies can access the transitional housing scheme. This will ensure there is an effective pathway through the different types of supported housing available across the borough. In addition, the Council would nominate rough sleepers or individuals at risk of rough sleeping for vacancies in the scheme.
- 2.3 The properties need some repairs and updating, following an inspection of the existing vacant properties by Property Services, a QS estimate for the works was received. This showed the cost of works was more than originally estimated. Based on these costs, it is not viable for the Council to purchase the properties and improve them unless grant funding was available. In July 2020, the Next Steps Accommodation Programme Fund was launched by Government in recognition of the needs of those accommodated as a result of Everyone In. Part of the funding available was capital funding with revenue funding for four years to fund the provision of support to the residents of the new homes. Unfortunately, as the fund required delivery of completed homes by the 31 March 2021, it was not possible to bid for funding for the proposed transitional housing scheme. Whilst there will be a further capital bid round for this programme, the timings of this are not yet known. Subsequently, it has been announced that the deadline for completion of homes delivered by the Homes England Move On Fund has been extended to 31 March 2022 –the fund also has a revenue element to fund support up to 31 March 2022 and is an appropriate grant programme for the scheme.
- 2.4 The Council has therefore made an in principle offer, subject to member approval and subject to grant for the purchase of the properties.
- 2.5 Originally it was proposed that the properties would be purchased by the Council and held in the HRA, however, this decision did not reflect the purpose of the transitional housing scheme. The Council will use the homes to discharge its homelessness duties under Part VII of the Housing Act 1996 and on this basis the properties will be held in the General Fund.

3. Financial Implications

- 3.1 The Confidential Appendix provides full information on the offer price, costs of works and grant requirement. The purchase and renovation of the properties would be funded from a small capital receipt with the remaining cost supported by borrowing – with the capital and interest repaid over 50 years and grant funding from Homes England (subject to a successful grant application). Whilst there is an ongoing allowance for day to day repairs and pre-planned repairs, there is no allowance for management costs, as initially this would be provided by the support provider. Rents have been modelled at the equivalent of formula rents, but no inflation has been allowed for reflecting the leasing model used by the local charity. Under the lease, the resident would be charged the equivalent of an Affordable Rent – but capped at Local Housing Allowance levels. The difference between the rent charged to the residents and paid to the Council will fund the support worker, with any the revenue funding from Homes England delivering additional support for the residents until 31 March 2022. If the option of working with the local charity becomes unsuitable (reflecting grant funding conditions or if terms cannot be agreed) and another provider is not identified to lease the properties on the same basis, the Council would directly manage the properties and provide the support, charging via the occupation licence the equivalent of an Affordable Rent (capped at Local Housing Allowance rates). This level of charge for the occupiers would provide additional revenue to meet the ongoing management (including the requirement for an enhanced management service) costs associated with the properties.
- 3.2 Based on current formula rent levels, providing the transitional housing scheme will result in an annual cost to the General Fund of up to £8,948.79. This cost is expected to be fully recovered from reductions in Bed and Breakfast expenditure as a result of the provision of this accommodation.

4. Risk Implications

- 4.1 The delivery of the transitional housing is subject to the availability of Homes England grant funding. The Council has historically received Homes England grant, however, the provision of grant funding is not guaranteed and will be subject to the scheme meeting Homes England's assessment criteria which includes value for money. The grant has been reduced through the use of a capital receipt related to the sale of an existing General Fund property, this property is not yet been marketed, however, the sales receipt is expected to be received before/during the period of the renovation works. If grant funding is not provided, the Council will be unable to purchase the flats and will need to consider alternative ways that transitional housing can be provided in a more affordable way, the options of which are extremely limited.
- 4.2 If the Council's grant application is successful, the grant conditions require that the transitional housing scheme will support the freeing up of space within short term hostel provision. The use of the properties will therefore be restricted to those who are currently resident in hostels and rough sleepers. If the use changes, there will be a requirement to repay the grant provided.

5. Legal Implications

- 5.1 The Council is able to acquire properties to hold in the General Fund. The Council can also enter into a lease to allow the management of the properties to be undertaken by a third party. If the property is, as intended, leased to a local charity/other provider, they shall issue licences to the residents and the Council will have no contractual relationship with the tenants. If the lease option cannot be used, the Council would issue licences to the residents reflecting the status as non-permanent homes.

6. Conclusions

- 6.1 A transitional housing scheme is required to meet the needs of rough sleepers, those in hostel accommodation and those at risk of rough sleeping who have lower supported needs to access self-contained supported housing. The transitional housing scheme will provide the occupiers with a period of up to two years where they will be supported to gain the skills to access paid or unpaid employment and to sustain a tenancy allowing an effective move on to settled independent living.
- 6.2 The acquisition of the properties from a Registered Provider allows the Council, subject to a successful grant application to deliver a transitional housing scheme in Great Yarmouth reflecting the location of most hostel accommodation and where rough sleeping numbers have been highest. The properties will be held in the General Fund with the proposed delivery model to lease the properties to a local charity/provider who will provide the support to the individuals. To ensure the support can be provided in the most effective way, one property will become an office/meeting space for the period of the lease. The lost rental income related to the office space is expected to be fully recovered from savings in Bed and Breakfast expenditure.

7. Background Papers

Rough Sleeping Strategy and Action Plan 2020 – Policy and Resources Committee 28 July 2020

Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?

Area for consideration	Comment
Monitoring Officer Consultation:	Via ELT
Section 151 Officer Consultation:	Via ELT
Existing Council Policies:	Corporate Plan

Financial Implications (including VAT and tax):	Discussed in report
Legal Implications (including human rights):	Discussed in report
Risk Implications:	Discussed in report
Equality Issues/EQIA assessment:	The provision of transitional housing will meet the needs of individuals and some childless couples to ensure they are able to make a successful transition to settled accommodation. This will have a positive impact on their physical and mental health and wellbeing.
Crime & Disorder:	Not applicable
Every Child Matters:	Not applicable