

Decision List for 10 July 2017 to 11 September 2017

	Decision Item	Committee	Committee Date	Details of Decision	Officer Lead
1	Review of Commissioning Process for Voluntary and Community Sector Support Services	Audit & Risk	10/07/2017	That the committee noted the report.	Emma Hodds
2	Report on the Status of Audit Recommendations due for Implementation Between 1 January and 31 March 2017	Audit & Risk	10/07/2017	That the Committee noted the report.	Emma Hodds
2	Progress Report on Internal Audit Activity 21 February To 5 May 2017	Audit & Risk	10/07/2017	That the committee noted the report.	Emma Hodds
3	Head of Internal Audit Annual Report and Opinion 2016-17	Audit & Risk	10/07/2017	That the Committee :- <ul style="list-style-type: none"> • Received and considered the contents of the Annual Report Opinion of the Head of Internal Audit for 2016/17 • Noted that a reasonable opinion has been given in relation to the framework of governance, risk management and controls for the year ended 31 March 2017. • Noted that the opinions expressed together with the significant matters arising from the internal audit work and contained within this report also be given due consideration when developing the Annual Governance Statement for 2016/17. • Noted the conclusion of the review of the effectiveness of internal audit. 	Emma Hodds
4	Corporate Risk Register	Audit & Risk	10/07/2017	That the Committee agreed the Corporate Risk Register.	Kaye Bate
5	Follow up of External Audit Recommendations	Audit & Risk	10/07/2017	That the Committee noted the current position in relation to the completion of audit recommendations / findings.	Kaye Bate
6	Annual Report on Risk Management Arrangements 2016-17	Audit & Risk	10/07/2017	That the Committee noted and approved the Annual Report on the Council's Risk Management arrangements.	Karen Sly
7	Code of Corporate Governance	Audit & Risk	10/07/2017	That the Audit and Risk Committee approved the updated Code of Corporate Governance.	Kaye Bate
8	Annual Governance Statement	Audit & Risk	10/07/2017	That the Committee noted and approved the Annual Governance Statement.	Kaye Bate
9	Great Yarmouth Sustainable Transport Priorities	Economic Development	17/07/2017	That the Committee endorse the first 2 years of the Sustainable Transport Priorities set out in the Executive Director of Community and Environmental Services report.	David Glason
10	Support for Businesses in Great Yarmouth	Economic Development	17/07/2017	That the Committee note the availability of grants and support for Great Yarmouth businesses and the work of the Economic Development Unit to assist this.	Peter Wright
11	Annual Performance Report 2016/17 for Economic Development	Economic Development	17/07/2017	That the Committee note the Economic Development element of the annual performance report for 2016/17.	David Glason
12	Lighting St. George's - Trial	Environment	18/07/2017	That approval be given for the trial of LED tree decoration in St Georges Park once adequate funds have been raised by Mrs. Staff for the trail scheme subject to the following :- (1) That there is no deviation from the work already presented to Officers, (2) That all finance to provide the lighting and it's future maintenance to be met by the Community. (3) That the Councils Tree Surgeon is satisfied that no damage will be caused to the tree. (4) That planning permission be sought as the park is within a conservation area.	Glenn Buck
13	A Review of Footway and Other Lighting	Environment	18/07/2017	(1) That the Committee note the Head of Environmental Services report (2) That the Committee confirm the future Footway Lighting Policy as detailed in Appendix 1 of the report. (3) That the Committee agree to receive future reports in relation to areas whereby underground cabling rectification has been identified. (4) That a letter be sent to the EDT Committee at Norfolk County Council stating the Committee's concerns and ask that the footway lighting at Riverside Road, Gorleston be reverted back to the County Council for ownership. (5) That the Committee receive a future report detailing options around possible future budget savings.	Glenn Buck
14	Review of the Collection of Domestic Solid Waste	Environment	18/07/2017	That the Committee note the information contained within the Head of Environmental Service's Report.	Glenn Buck
15	Future Provision of ICT Services	Policy & Resources	25/07/2017	(1) That approval be given to open discussions between ourselves, NCC and LGSS (2) Approval be given to commence work on building a joint fully costed Business Case incorporating a Full Transition Plan.	Miranda Lee

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16	The Winter Gardens	Policy & Resources	25/07/2017	(1) That approval be given to £20,000 being made available from the Special Projects reserve to commission an external Business Plan consultant to produce a comprehensive Business Plan and analysis for a sustainable re use of the Winter Gardens and to address issues around future governance. (2) That an end use reflects the horticultural origins and use of the building. (3) That a Members Working Group be established to oversee the development of the project comprising, Councillors B Coleman, Plant, Smith, Jeal and Wainwright and two Members from the UKIP Group to be nominated.	Darren Barker
17	Draft Norfolk Strategic (Planning) Framework Consultation	Policy & Resources	25/07/2017	(1) That the Draft Norfolk Strategic Framework be supported. (2) To note that the Norfolk Planning Authorities will shortly issue a public consultation on the draft framework. (3) That the agreement on the Green Infrastructure should be drafted to avoid an unduly mechanistic approach and allow for local decisions on how best to define and treat such areas to achieve their protection and enhancement.	John Clements
18	Council Tax Reduction Scheme 2018	Policy & Resources	25/07/2017	That approval be given to consult on both options for a 2018 scheme.	Miranda Lee
19	Revenue Services - Service Improvement Plan	Policy & Resources	25/07/2017	That approval be given to endorse the Service Improvement Plan as detailed in Appendix 1 of the Head of Customer Services report.	Miranda Lee
20	Discretionary Business Rate Relief	Policy & Resources	25/07/2017	(1) That the new guidelines and application form as set out in Appendix A and B of the Revenue Manager's report for deciding whether to grant Discretionary Rate Relief be adopted. (2) To review the existing qualifying cases during 2017/18 and award relief based on new guidelines. (3) To delegate to the Revenues Manager the power to award under the new criteria in the case of new applications in accordance with the guidelines except for any relief awarded above £15,000 where it will be considered by the Section 151 Officer and Head of Customer Services or Revenues Manager, and the right of appeal against any determination will be reconsidered by the Section 151 Officer or Members if the Section 151 Officer has determined the award of the relief, and that approval be given to appoint a Sub Committee of the Policy and Resources Committee comprising Councillors K Grey, Thirtle and Wainwright.	Stuart Brabben
21	Non Domestic Rates - Discretionary Revaluation Relief	Policy & Resources	25/07/2017	(1) That the new Discretionary Revaluation Relief Scheme for year 1 (2017/18) be a banded scheme (option 1) where a fixed amount of relief is awarded based on the amount the rate payers bill has increased as at the 1 April 2017. (2) That the principle of a banded scheme be retained in years 2,3 and 4 with delegated authority being given to the Section 151 Officer to review and decide the band widths and the value of the relief given to each band.	Stuart Brabben
22	Voluntary and Community Sector Support Services	Housing & Neighbourhoods	27/07/2017	That the Committee note the report.	Robert Read
23	Quarter 1 Performance Report	Housing & Neighbourhoods	27/07/2017	That the Committee note the report.	Trevor Chaplin
24	Quarter 1 Key Project and Performance Report	Policy & Resources	05/09/2017	(1) That all measures be monitored during the next quarter. (2) That all Key Projects continue to be monitored over the next quarter with the aim of maintaining a green status and where possible obtaining a green status for those Key Projects which are currently amber.	Julie Cooke
25	2017-18 Period 4 Budget Monitoring	Policy & Resources	05/09/2017	That the 2017/18 Period 4 Budget Monitoring report be received.	Karen Sly
26	Units 1-10 Main Cross Road	Policy & Resources	05/09/2017	That approval be given to retrospectively approve a budget of £73,000 from the repairs and maintenance reserve for the purposes of the emergency demolition of Units 1-10 Main Cross Road.	Jane Beck
27	Market Fees - Open Friday for October	Policy & Resources	05/09/2017	That, subject to appropriate assurances relating to insurances and public liability issues, approval be given for the introduction of a fixed fee of £10 per store for up to 9 metres, this fee be granted for an initial trial of the open market Friday events during October 2017.	Jane Beck
28	Forward Plan	Environment	06/09/2017	That the Committee agree to cancel the scheduled 10 October 2017 Committee meeting due to no items recorded for consideration and to allow an extra meeting of the Policy and Resources Committee.	Robin Hodds
29	Quarter 1 Performance Report	Environment	06/09/2017	That all measures be monitored during the next quarter.	Glenn Buck
30	Town Centre Reserve - Funding Request	Economic Development	11/09/2017	(1) That the Committee agree to the allocation of £25,000 from the Town Centre Initiative Reserve. (2) That the Committee agree to allocate a maximum of £44,081 to complete a development brief in relation to the King Street / Regent Street leisure based anchor also identified within the Town Centre Masterplan.	Kate Watts

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31	Ice Rink Installation for Christmas and New Year 2017-18	Economic Development	11/09/2017	That Council be recommended to purchase an ice rink, and to consider the options for purchase as detailed within the Strategic Director's report, and that the Business Case be revised following the outcome of the procurement exercise including a review of some of the assumptions detailed within the report.	Kate Watts