



GREAT YARMOUTH
BOROUGH COUNCIL

Environment Committee

Date: Wednesday, 01 March 2017

Time: 18:30

Venue: Supper Room

Address: Town Hall, Hall Plain, Great Yarmouth, NR30 2QF

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 MINUTES 3 - 5**
- To confirm the minutes of the meeting held on the 25 January 2017.
- 4 MATTERS ARISING**
- To consider any matters arising from the above minutes.
- 5 FORWARD PLAN - ENVIRONMENT 6 - 6**
- Report attached.
- 6 SHORELINE MANAGEMENT PLAN POLICY CHANGE FOR HOPTON 7 - 11**
- Report attached.
- PLEASE NOTE : The Strategy and Environment Agency Shoreline Management Change and Reporting Process documents can be found at the foot of the CMIS agenda page
- 7 QUARTER 3 PERFORMANCE REPORT 12 - 17**
- Report attached.
- 8 ANY OTHER BUSINESS**
- To consider any other business as may be determined by the Chairman of the meeting as being of sufficient urgency to warrant consideration.
- 9 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."

Environment Committee

Minutes

Wednesday, 25 January 2017 at 18:30

Present :-

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

Councillor Carpenter attended as substitute for Councillor Bensly

Councillor Walker attended as substitute for Councillor Pratt

Mrs J Beck (Director of Customer Services), Mr G Buck (Group Manager Environmental Services), Mr R Hodds (Corporate Governance Manager), Mrs S Flatman (Commercial Manager), Mr S Mutton (GYB Services)

1 APOLOGIES FOR ABSENCE

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

2 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3 MINUTES

The minutes of the meeting held on the 23 November 2016 were confirmed, subject to the inclusion of Councillor Waters-Bunn as those Members being present.

4 FORWARD PLAN

The Committee received the forward Plan for the Environment Committee.

5 REVIEW OF THE DISPLAY OF ADVERTISING BOARDS AND DISPLAYS ON THE HIGHWAY

The Committee considered the Commercial Manager's report which advised Members of the current policy for dealing with advertising boards and the display of goods on the Highway.

RESOLVED :

That the policy on Advertising Boards and Displays on the Highway in Great Yarmouth be noted and that Officers from Environmental Services be requested to undertake a period of liaison with effected traders followed by a rigorous enforcement programme for the summer season 2017 followed by a review to assess the effectiveness of the Policy.

6 HIGHWAYS ENGLAND - MAINTENANCE OF ROUNDABOUTS

The Director of Customer Services updated Members with regard to the present position in respect of the maintenance of roundabouts at the locations at Hopton on Sea, Beacon Park, Middleton Road, Victoria Road and Harfreys Road. Following a meeting in November with Highways England the Director of Customer Services reported that Highways England had indicated that they would be prepared to undertake landscaping works to the Hopton, Beacon Park and Harfreys Roundabout and would then require the Borough Council to be responsible for the maintenance of such landscaping. With regard to the Victoria Road and Middleton Road Roundabouts Highways England had considered long term options for these roundabouts with the possibility of providing asphalt with centre plants. However Highways England had now stated that they would only commit to the three main roundabouts from the 1 April as these roundabouts would shortly be taken over by KIER, a civil engineering company who with effect from the 1 April 2017 would be taking over all Highways maintenance requirements.

The Director of Customer Services had advised Highways England that this situation was not acceptable to the Council and had advised that the Council would be unlikely to accept responsibility for maintenance of the the three main roundabouts to date no response to this advise had been received from Highways England.

RESOLVED :

That the Director of Customer Services report be noted and an update be

given at the next meeting, and endorse that no action be taken with regard to the maintenance issues of the three main roundabouts by the Borough Council.

7 TIDAL SURGE INCIDENT

The Chairman recorded the Committee's thanks and appreciation to Officers of the Borough Council and all Voluntary Organisations who had acted at the recent tidal surge incident.

The Committee agreed that the Emergency Planning Officer should give a presentation at a future meeting with regard to resilience issues with particular reference to tidal matters.

8 REFUSE BIN COLLECTION

The Committee noted the comments from Councillor Annison who had recently spent a day with a refuse collection team.

The meeting ended at: 19:20

Forward Plan for Environment Committee

	Matter for Decision	Report by	Pre Agenda Meeting (PAM)	Environment	Policy & Resources	Council
1	Shoreline Management Plan	Director of Customer Services	20/02/17	01/03/17		
2	Performance Data - Q3	Director of Customer Services	20/02/17	01/03/17	21/03/17	
3	Bin Sponsorship	Group Manager (Environment)	03/04/17	12/04/17		
4	GYBS - Update	Director of Customer Services	03/04/17	12/04/17		
5	Footway lighting	Group Manager (Environment)	30/05/17	06/06/17		
6	Fully Accessible Toilet Changing Facilities	Director of Customer Services	29/08/17	06/09/17		
7	Board Walk - North Yarmouth	Director of Customer Services		TBC		

Subject: Shoreline Management Plan (SMP) policy change for Hopton (SMP 6.20)

Report to: EMT (16/2/17) Environment Committee (1/3/17)

Report by: Bill Parker, Head of Coastal Management Coastal Partnership East

RECOMMENDATIONS

1. From the review of the strategy for Gorleston to Lowestoft it is recommended that council approve the change of Shoreline Management Plan (SMP) policy for sub cell 6.20 Hopton to “Hold the line” for both medium and long term.
2. Authorise officers to seek approval with other organisations in accordance with the change procedure detailed in this report.

1. INTRODUCTION

This council has been working with Waveney District Council to review the coastal management strategy for the area from Gorleston to Lowestoft. This has looked at the changes to coastal processes, condition of defences, new structures, latest data and future plans. The previous strategy produced in 1999 has been superseded by tidal events, natural processes, community concerns and commercial aspirations. Changes to the SMP policy have been identified in two adjoining areas Hopton and Corton, this report only covers Hopton which is within the borough, Corton is being reported through WDC and the Suffolk Coastal Forum.

2. BACKGROUND

The current SMP6, Kelling to Lowestoft, covers in part the coastline of North Norfolk, Waveney District Councils and all of Great Yarmouth Borough Council and was adopted by all in 2012. The adoption followed a review of original document produced in 2005 in order to resolve concerns raised during the public consultation, but this review did not include any additional technical information at that time.

The existing SMP6 policy for Hopton is shown as covering three time periods.

- The policy for the first epoch up to 2025 is “Hold the line” which would involve maintaining the defences until they reached the end of their serviceable life.
- The second epoch up to 2055 the policy changes to “managed realignment” which would see no further maintenance and the possible removal of any structures.

- The third epoch up to 2105 and beyond is a continuation of “Managed realignment”
(See attached extract from SMP)

Following the production of the SMP, events and private defence works have taken place which are significant to warrant a review of the policy covering the medium and long term. This is required in order to take account of the changes that have happened and to give reassurance to the community and businesses of the longer term future for Hopton. The SMP is intended to be a “living document” and this proposal is entirely consistent with that objective.

3. Change process

Within the guidelines issued by the Environment Agency (EA) for the delivery and maintenance of SMPs there is a section to cover any necessary changes to policies.

Changes to SMPs may be necessary because of:

- *significant new **research** or evidence on parameters that informed the decisions taken whilst developing the SMP;*
- *significant changes in **Government policy** – such as on spatial planning and adaptation – since the SMP was approved;*
- *significant new evidence arising from further investigation into local options, such as from a **Strategy Plan / scheme feasibility study**;*
- *a severe **event** has made an element of the existing SMP policy or action plan untenable;*
- *textual **correction or clarification** of meaning required since SMP approval;*
- ***organisational change** amongst those involved in SMP development that may affect SMP implementation;*
- *a need to update or amend programmes of work following **work progressed**.*
- *This review may prompt changes that need to be made to the SMP. Alternatively, any individual or organisation may propose a change stemming from one of the reasons outlined above, and this can be put forward for consideration within the Coastal Group if it has the support of the Environment Agency, a local authority within the SMP area, Natural England and/or English Heritage.*

Changes can be classified as Minor, Moderate or Major. The change proposed for Hopton is classified as a “Major change” and requires a public consultation procedure to be followed and agreements by certain authorities obtained.

Approval:

All 'moderate' and 'major' changes potentially impacting upon a nationally or internationally designated nature conservation site must be approved by Natural England, and potential impacts upon historical features such as Scheduled Ancient Monuments must be approved by English Heritage.

In their development all SMPs were approved by an Elected Members Forum to ensure local democratic input and support. Any change to the SMP must also be approved by a similar elected body and the Environment Committee fulfils that at requirement at Great Yarmouth Borough Council. Therefore the Environment Committee fulfils an essential role with the approval process of any proposed changes.

All 'major' and 'moderate' changes are to be endorsed by the relevant Regional Flood and Coastal Committee (RFCC), or a delegated sub-group of it. RFCCs agree the programme of funding for FCRM works and are responsible for 'reviewing and endorsing' SMPs. They therefore have an important role in scrutinising the credibility of an SMP, and any changes to it. 'Major' and 'Moderate' changes generally involve new work proposals or changes to the scope of existing work proposals that are likely to have funding implications and wider impacts.

All 'major' changes should be approved by the Environment Agency Regional Director. The Regional Director may wish to approve 'moderate' changes on a discretionary basis. Otherwise, the Environment Agency Area Manager is responsible for ensuring 'moderate' and 'minor' changes are approved at an appropriate level within the organisation: this does not mean the Area Managers needs to approve all of these changes themselves.

The Environment Agency can only finally approve changes after they have been approved by Great Yarmouth Borough Council and endorsed by the Eastern RFCC.

Consultation:

A range of stakeholders at the coast may need to be informed of proposals to change an SMP, and they may wish to be consulted during the process. These may include:

- County authorities in their capacity as Lead Local Flood Authority. They have a duty to co-operate with other authorities within and adjacent to their boundaries, and are responsible for supporting SMP implementation.

- Other government departments/agencies and non-government organisations whose work or interests may be impacted. Infrastructure providers, utility companies, land managers and environmental organisations are likely to be interested in SMP change.
- The public, including individuals, community or interest groups, and Parish Councils.
- Local authorities bordering the relevant SMP boundary who may be affected by change. Change Managers should agree how and when they are consulted.

This policy review has been part of the work undertaken by consultants CH2M within the Gorleston to Lowestoft Strategy review. The proposed change has been looked at from a technical view point and has had public consultation and support. This strategy review is intended to be presented to EA Large Project Review Group (LPRG) in February/March 2017 and will then go to each of the LAs for approval.

The criteria highlighted for the Hopton change are:

- Significant new evidence arising from further investigation into local options, such as from a Strategy Plan / scheme feasibility study and
- A severe **event** has made an element of the existing SMP policy or action plan untenable. As shown above.

Strategy evidence

The strategic evidence is contained in the Gorleston to Lowestoft Strategy review (G2L report)

Severe event

A series of adverse weather conditions during 2013, including the December 2013 storm surge resulted in significant erosion and subsequent failure of defence structures at Hopton ahead of the predicted residual life. This failure allowed accelerated erosion to the soft cliffs and loss of land behind. The land on top of this cliff is occupied by a number of homes and leisure parks (Bourne Leisure and Potters). Bourne Leisure initiated emergency works to restrict the damage to the cliffs and there property, this was developed into a submission for a full coast protection scheme. This work has been taken into account during the strategy review.

4. IMPACTS

This change will, subject to approvals, enable private investment in maintaining and delivering coastal protection into the medium and long term for this area of the coastline.

5. **FINANCIAL IMPLICATIONS**

Coast protection uses Maritime Local Authority permissive powers, there are no obligatory additional costs from these changes.

The Council has the ability to decide how to manage an area should defences fail; these decisions will range from a full replacement to managed removal. The suggested change of policy for sub cell 6.20 Hopton widens the opportunity for possible private investment in managing the defences in this area.

The change to policy will be, as other areas, clear in identifying that any future works required would be subject to available funding.

6. **RISK IMPLICATIONS**

Delivering community expectation through funding, future works will likely require funding from the private sector.

7. **RECOMMENDATIONS**

It is recommended that council approve the change of policy for sub cell 6.20 Hopton to “Hold the line” for both medium and long term. Authorise officers to seek approval with other organisations in accordance with the change procedure detailed in this report and proceed for endorsement from the Eastern RFCC and final approval from the Environment Agency.

8. **BACKGROUND PAPERS**

- a. Shoreline Management Plan
- b. Gorleston to Lowestoft Strategy review
- c. EA SMP Change and Reporting Process

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

Subject: Quarter 3 Performance Report

Report to: Environment Committee – 1st March 2017

Report by: Director of Customer Services

SUBJECT MATTER/RECOMMENDATIONS

The following gives an update on current performance of Environment Committee measures for the third quarter of 2016/17 (Oct – Dec) where progress is assessed against Targets which are set at the start of the financial year.

Progress against Targets is assessed by RAG (Red/Amber/Green) ratings and is also assessed in terms of Direction of Travel (DoT) through use of arrows.

The summary report, see attached, highlights performance measures that have not achieved the target for this period and measures that do not have a target but are moving in the wrong direction. The report also highlights a number of measures that are showing exceptional performance against targets.

Commentary is provided at the end of the summary report highlighting those measures that outturns are below target or moving in the wrong direction.

RECOMMENDATIONS

The actions are:

- All measures to be monitored during the next quarter

1. INTRODUCTION/BACKGROUND

In September 2015 the Council agreed 'The Plan' which sets out its strategic vision and priorities for up to 2020. This establishes the framework against which the Council should measure its performance at both officer meetings (through regular management reports) and Member meetings (through performance reports).

This framework was considered as part of a review of the transformation programme, moving this programme into a business strategy, which maximises income streams, whilst at the same time meeting the Council's stated objectives in 'The Plan'.

The business strategy includes a new set of key projects which will be reported separately from the measures to the Policy & Resources committee.

2. Performance Measures

Performance Measures – Highlights

Performance measures cover the full range of services delivered within the area covered by the Environment Committee. The details in the summary report provide quantitative information about the performance of these services and provide useful trend data. A traffic light status easily identifies if improvement is required.

There are several areas across the Council where performance is below the target level set (RAG rating) or where no target has been set performance is moving in the wrong directions (Direction of Travel). These measures are highlighted in the appropriate service committee section in the report.

The following areas of performance are brought to your attention:

Improved performance:

1. Garden Waste Services (EN06)

Garden waste services have increased beyond target for this period with the number of households requesting use of the service now totaling 8,281. With the increased number of households utilizing the service tonnage has also increased and is also above target

Reduced performance:

1. Percentage of contamination of recyclates as a % of all recyclates Sickness absence rates: (EN05)

Following the intensive period of sampling during 2016 this indicator remains below target. The figure agreed with NEWS in 2014 identified a maximum level of contamination of 10%. Work continues to educate residents using a variety of methods including the re-introduction on a temporary basis of the Waste Contamination role which proved to be successful in educating residents in the past.

Data Quality note

All data included in this report for the current financial year is provisional unaudited data and is categorised as management information. All current in-year results may therefore be subject to later revision.

3. FINANCIAL IMPLICATIONS

None

4. **RISK IMPLICATIONS**

The need to reduce the level of contaminated recyclate will be a focus for both Environmental Services and Great Yarmouth Borough Services further information, education and targeted campaigns will be developed in a bid to reduce levels to within recognised limits (10%).

5. **RECOMMENDATIONS**

The actions are:

- All measures to be monitored during the next quarter

6. **BACKGROUND PAPERS**

None







Area for consideration	Comment
Monitoring Officer Consultation:	N/A
Section 151 Officer Consultation:	N/A
Existing Council Policies:	None
Financial Implications:	None
Legal Implications (including human rights):	None
Risk Implications:	None
Equality Issues/EQIA assessment:	N/A
Crime & Disorder:	N/A
Every Child Matters:	N/A

PERFORMANCE INDICATORS – SUMMARY REPORT QUARTER 3 (Oct - Dec) 2016/17

ENVIRONMENTAL COMMITTEE

Measure	Previous Quarter	This Quarter	Target	Qtr 3 2015/16	Status	Trend	
						Last Period	Last Year
EN01 - Number of 'Report it GY' Apps received (Quarterly Cumulative)	633	872	NA	New indicator		N/A	N/A
EN03 - Number of Street Scene Enforcement actions taken (Quarterly Cumulative)	21	37	NA	New indicator		N/A	N/A
EN04 - % of food premises scoring 3 star food hygiene ratings or above (Quarterly Snapshot at last day of month)	94.6%	94.6%	93.5%	Not available		↔	N/A
EN05 - % of contamination of recyclates as a % of all recyclates (Quarterly Cumulative)	20.9%	20.7%	12.5%	New indicator		↑	N/A
EN06 - Garden waste service: a) Number of households taking up garden waste service. b) % of households with a garden waste bin as a % of all households eligible to receive a garden waste bin c) Total tonnage of garden waste recycled. (Quarterly Cumulative)	8,139	8,281	8,000	7,253		↑	↑
	33.9%	34.5%	33%	30%		↑	↑
	2,092.50	2,677.84	NA	2,282.98		N/A	↑
EN07 - Total tonnage of waste recycled (Quarterly Cumulative)	6,543.88	9,229.52	NA	9,007.90		N/A	↑

Measure	Previous Quarter	This Quarter	Target	Qtr 3 2015/16	Status	Trend	
						Last Period	Last Year
Note:							
Measures that are not achieving Target:							
<p>EN05 - % of contamination of recyclates as a % of all recyclates - Contamination has improved slightly since Quarter 2 with the current figure at 20.7%. This trend is being seen across all Norfolk districts and indeed nationally. Work continues by Officers of the Council and the NWP to come up with more novel and targeted ways to educate the public to supplement traditional methods. The proposed employment of a second Waste Recycling and Communications Officer should help to accelerate the public education process. However, it is an uphill task particularly in some of the worst areas where there is a high turnover of residents and the message needs to be continually reinforced. It is expected that the figure will remain above 12.5% for some time although hopefully with the interventions in place a downward trend will materialise.</p>							

Key	
Status	
	Current performance has met or exceeded target/ has met or exceeded trend
	Current performance is below target but within tolerance/ is below trend but within tolerance
	Current performance is below target and tolerance/ is below trend and tolerance
	Contextual information only
Trend	
	Performance for quarter is improving (up) or deteriorating (down) compared to previous quarter.
	Performance for period (quarter) is improving (up) or deteriorating (down) compared to same quarter last year.

Key:

NA = No target set, contextual information only

N/A = Not available/not applicable