

# Policy and Resources Committee

## Minutes

Tuesday, 24 July 2018 at 18:30

Present:

Councillor Smith (in the Chair) and Councillors Annison, G Carpenter, B Coleman, Flaxman-Taylor, Grant, Jeal, Wainwright, Walker and Wright.

Councillor P Carpenter attended as a substitute for Councillor Plant.

Councillor Waters-Bunn attended as a substitute for Councillor B Williamson

Also in attendance at the above meeting were:

Mrs S Oxtoby (Chief Executive Officer), Mrs K Watts (Strategic Director), Mr D Glason (Development Director), Ms K Sly (Finance Director), Ms C Whatling (Monitoring Officer), Mrs M Lee (Head of Customer Services), Mr A Nicholls (Head of Planning and Growth), Mr S Ellwood (Interim Democratic Services Manager), Mr J Clements (Principal Strategic Planner), Mr S Brabben (Revenues Manager), Mrs L Snow (Accountant), Mr D Wiles (Press and Communications) and Mr C Rowland (Policy and Performance Officer).

### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Plant and Williamson.

### **2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **3 MINUTES**

The minutes of the meeting held on 12 June 2018 were confirmed.

### **4 FORWARD PLAN**

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

### **5 FINANCIAL OUTTURN REPORT 2017-18**

The Committee considered the Finance Director's report on the following :

- the draft outturn position for the General Fund, Housing Revenue Account and Capital Programme for 2017/18 which have been used to inform the production of the statutory accounts for audit and subsequent approval by the Audit and Risk Committee
- the more significant year-end variances compared to the current budget
- contributions to and from earmarked reserves and the general reserve as applicable for future spending commitments
- an update to the current capital programme after allowing for the re-profiling of schemes as applicable between financial years

In discussing the report members raised a number of issues including the following :

- Councillor Wainwright questioned the overspend on Beacon Park and Officers undertook to inform Members of the reasons
- Councillor Wainwright queried how re-charges were calculated and also the costs of the Tourism Service. Officers undertook to provide this information to Members
- Councillor Walker queried how monies were used under Invest to Save. The Chief Executive undertook to submit a report to the Joint Consultative Committee on any redundancies over the last 12 months.
- Councillor Wright queried whether funding had been in place prior to commencement of the Venetian Waterways project. Officers confirmed that funding had been in place

Officers undertook that in future reports would be more user friendly and that technical language would be avoided where this is possible.

RESOLVED :

(1) That the outturn position for the general fund revenue account for 2017/18 as considered in the report and appendices be approved.

(2) That transfers to and from reserves as detailed in the report and

appendices together with the updated reserves statement in Appendix C be approved.

(3) That the surplus of £109,413 be transferred to the general reserve fund.

(4) That the financing of the 2017/18 capital programme as detailed in the report and in Appendix D be approved.

(5) That the updated programme 2018/19 to 2019/20 and the associated financing of the schemes as detailed in the report and in Appendix E be approved.

(6) That the allocation from the Marina capital project budget as outlined in Section 8.7.1 of the report and the associated appointment of MACE for RIBA stage 2 be approved.

(7) That the transfer of assets of the Great Yarmouth Development Company, under the terms of the shareholder agreement, with a view to the company being wound up as outlined in Section 6 of the report be approved.

## **6 2017/18 TREASURY MANAGEMENT OUTTURN REPORT**

The Committee considered the report by the Director of Finance on the treasury management activity for the 2017/18 which included :

- the overall treasury position for 2017/18
- the borrowing requirement and debt for 2017/18
- the borrowing outturn for 2017/18

RECOMMENDED TO COUNCIL :

That the Treasury Management outturn report and indicators for 2017/18 be approved.

## **7 BUSINESS RATES & SUNDRY DEBT WRITE OFF REPORT**

The Committee considered a report by the Revenues Manager requesting approval to write off individual Business Rates and Sundry debts. The report also gave an update in respect of the former BHS store in Regent Road, Great Yarmouth.

Following a query it was agreed that a further report would be submitted to Committee in due course regarding the business rates recovery of Cliff Hotel, Gorleston.

RESOLVED :

That approval be given to the write-off of each case as detailed in Schedule 1 and 2 of the report.

## **8 DEBT RECOVERY 2017-18**

The Committee considered a report by the Revenues Manager detailing the collection performance and debt management arrangements.

The report included

- a summary of debts written off in each debt area showing the reasons for write-off and values
- collection performance for Council Tax and Non-domestic Rates
- levels of arrears outstanding
- level of provision for bad and doubtful debts

### **RESOLVED**

That 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 be approved.

## **9 ANNUAL PERFORMANCE REPORT 2017-18**

The Committee considered the report from the Strategic Director (Kate Watts) providing an update on the Council's annual performance for the financial year 2017/18. The report is in two sections :

- Progress of projects 2017/18
- Annual performance report of measures

In discussing the report the following issues were raised

- Whether any of the status of the objectives should be moved from green to amber. Officers explained that a green status did not mean that the project had been completed but that it was on-going and on-target
- Councillor Annison raised a query regarding the development of surface water drainage programmes throughout the Borough. Officers undertook to and provide Members with an update.
- Councillor Walker requested an update on the progress of the Winter Gardens Project - the Chief Executive advised that an open day was to be held shortly to help identify interested partners. A further lottery bid was likely to be submitted but an end-user needed to be found.

### **RESOLVED:**

(1) That the Annual Performance Report attached to the report be approved.

(2) That all key projects continue to be monitored over the next quarter 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.

## **10 ANNUAL ACTION PLAN 2018-19**

The Committee considered the report from the Strategic Director (Kate Watts) detailing the Annual action plan for 2018/19 which outlines all of the projects and activities which will be taken forward during 2018/19 which will support delivery of 'The Plan'.

The action plan also includes the suite of performance indicators that relate to the plan and business strategy, on going service delivery and the business strategy. This data will be presented to Members quarterly through the various Service committees.

It was noted that the Corporate Plan project on GYB Services should come under the Environment Committee and not Housing and Neighbourhoods. It was also accepted that the Housing Deal (challenges facing the housing market in the Borough) should be added to the Housing and Neighbourhoods Committee.

Following a query from Councillor Wright the Development Director (David Glason) agreed to investigate and advise Members of the latest position on the third river crossing.

RESOLVED;

That the Annual Action Plan 2018/19 be approved.

## **11 DRAFT LOCAL PLAN PART 2 - REVISIONS PRIOR TO CONSULTATION**

The Committee considered the report from the Principal Strategic Planner outlining proposed amendments to the previously agreed draft Local Plan Part 2 in advance of publication for consultation.

In March 2018 the Committee had agreed the plan for consultation but a number of issues had arisen regarding the interpretation and application of emerging new national planning policies which require amendments to the draft plan.

RESOLVED :

(1) That it be noted (a) the continuing changes in national planning policy causing significant changes to planning housing targets (b) the resulting disruption and delay to the preparation of the Local Plan Part 2.

(2) That the following changes be made to the Consultation Draft Local Plan Part 2

1. the minimum housing target for the Local Plan period 2013-2030 is reduced from 7140 to 5139 and is reviewed again following consultation
2. a related reduction in draft housing allocations from 25 sites providing around

3000 dwellings, to five sites providing around 500 dwellings (in Gorleston, Belton, Hemsby, Ormesby St. Margaret and Runham)

3. revised, added and updated policies and supporting text as outlined in the report.

(3) That delegated authority be granted to the Principal Strategic Planner to make any further changes required in advance of publication to refine the document and ensure its compatibility with the new National Planning Policy Framework.

(4) That the revised Habitats Monitoring and Mitigation Strategy be adopted with immediate effect, and reviewed again following consultation.

## **12 ADOPTION OF GREAT YARMOUTH BOROUGH COUNCIL PLANNING CHARTER**

The Committee considered the report from the Head of Planning and Growth and the Monitoring Officer requesting approval to adopt a Planning Charter, which sets out in detail how planning decisions should be made openly, impartially, with sound judgement and for justifiable reasons.

A copy of the Planning Charter was attached to the report. During consideration of the report several minor suggested changes were made. The members decided not to adopt the charter but refer it to the Constitution Working Party for consideration.

RESOLVED:

That the proposed Planning Charter appended to the report be referred to the Constitution Working Party for consideration and that a report be submitted to Policy and Resources Committee in due course.

## **13 ANY OTHER BUSINESS**

There were no items of other business.

## **14 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 items 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.

## **15 STRATEGIC SITE ALLOCATION, NORTH QUAY, GREAT YARMOUTH**

(Confidential Minute on this Item)

**16    CONFIDENTIAL MINUTES**  
(Confidential Minute on this Item)

The meeting ended at: 20:30