



# **Policy and Resources Committee**

## **Minutes**

Tuesday, 01 June 2021 at 18:00

### **PRESENT:**

Councillor Smith (in the Chair); Councillors P Carpenter, Flaxman-Taylor, Grant, P Hammond, Hanton, Plant, Wainwright, B Walker, Wells, Williamson & A Wright.

Ms S Oxtoby (Chief Executive Officer), Ms K Watts (Strategic Director), Mr N Fountain (Senior Strategic Manager), Ms L Robson (HAZ Project Officer), & Mrs S Wintle (Corporate Services Manager).

Mr L Banham (OPCC).

## **1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Myers.

## **2 DECLARATIONS OF INTEREST**

Councillor P Carpenter declared a personal interest in agenda item 6, as she was a member of the Norfolk Community Safety Partnership.

Councillors Wells and Williamson declared a personal interest in agenda item number 8, as they were members of the Great Yarmouth Preservation Trust.

However, in accordance with the Council's Constitution, they were allowed to both speak and vote on the items.

## **3 MINUTES**

The minutes of the meeting held on 23 March 2021 were confirmed.

## **4 FORWARD PLAN**

The Committee received and considered the Forward Plan.

Councillor Williamson requested that in relation to the item on Great Yarmouth Preservation Trust, the wording SLA should be deleted and replaced with the wording Partnership Agreement.

RESOLVED:-

That the Committee note the Forward Plan.

## **5 ANNUAL PERFORMANCE REPORT**

The Committee received and considered the report from the Senior Performance and Data Protection Officer.

The Chief Executive Officer took the Committee through the salient areas of the report and highlighted areas of concern which were detailed in sections 3.3 and 3.5. The report gave an update on the Council's annual performance for

the financial year 2020/21. The report was broken down into three sections:

- Progress of key projects as at Quarter 4 2020/21 (Appendix 1)
- Annual report of Key Performance Measures 2020/21 (Appendix 2)
- Annual Action Plan 2020/21 progress summery (Appendix 3)

Councillor Wainwright asked for clarification in regard to PR15, Corporate Property Portfolio Arrears, page 47 of the report, and asked that the total amount of arrears in pounds be reported to Members. The Chief Executive Officer replied that she had requested that a more detailed report be prepared in line with the next performance reporting period to help Members understand the monetary value and the amount of in-year arrears and why the arrears had increased from 5% to 14.6%.

Councillor Wainwright asked for clarification in regard to EN04, Fly Tipping, page 51 of the report, and asked that Members be given the figures for fly tipping in each ward so they knew where these incidents were occurring. The Strategic Director reported that the increase in fly tipping might be attributed to the fact that the Recycling centres had been closed during the pandemic.

Councillor Plant asked if un-contained rubbish placed next to bins was still counted as fly tipping. The Strategic Director reported that this was classed as side waste as opposed to fly tipping.

Councillor Wells referred to page 21 of the report, Middlegate Estate Regeneration, and asked when the report would be coming to Housing & Neighbourhoods Committee for consideration. The Strategic Director reported that work was still ongoing around viability issues but it was hoped to bring the report to the July or September meeting at the latest.

RESOLVED:-

(i) That the Committee review and approve the 2020/21 Annual Performance report; and

(ii) That all key projects will 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.

## **6 NORFOLK COUNTY COMMUNITY SAFETY PARTNERSHIP (NCCSP) STRATEGY CONSULTATION**

The Strategic Director introduced Liam Banham, OPCC, who would give a presentation to the Committee.

Liam Banham gave a presentation to the Committee. It was reported that the Council was a partner of the Norfolk County Community Safety Partnership (NCCSP), this partnership had recently developed a three-year community safety plan for Norfolk which was currently out for public

consultation. The plan was being presented to Members by the Office of the Police and Crime Commissioner (OPCC) as part of this consultation process.

Councillor Grant asked whether consultation had been undertaken with the Prison Authorities as part of the Prevent Agenda as he was concerned that the "hard to reach" would be overlooked to prevent future crime/re-offending. Liam Banham reported that consultation had been undertaken with the Probation Service and Magistrates Association. A public health approach via primary, secondary and tertiary tiers would be undertaken and the tertiary tier would encompass reaching the "hard to reach" groups.

The Chief Executive Officer reported that this was a refreshing beginning of a plan which would involve locality and preventative partnership working as opposed to a responsive approach.

Councillor Hanton asked whether rural crime would be included in the strategy to support the extensive farming community across Norfolk and whether CCTV could work in partnership across Norfolk to reduce fear of crime/prevent crime/identify those who committed crimes.

Councillor Williamson reported that he welcomed the report and the strategy read well but he was concerned that the allotted £500k funding would be insufficient to deliver the strategy. Seed funding was required to provide the interventions but direct funding was required at locality level to deliver them. Liam Banham reported that he appreciated Councillor Williamson's concerns but that the £500k funding would be maximised.

Councillor Wells reported that he felt that the strategy lacked "meat on the bones" and whether the strategy should be delayed until the new Police & Crime Commissioner produced his plan so that they both aligned/integrated with each other. Liam Banham reported that the consultation feedback for this strategy would feed into the formulation of the PCC plan resulting in a seamless synergy between the two to ensure that the two plans worked well together.

Councillor A Wright referred to paragraph 2.1.2 and the level of Hate Crime reported in the Borough and whether this was adequately addressed in the plan. Liam Banham reported that this was on the agenda for the Cohesion Group. The Strategic Director assured the Committee that Hate Crime had been fed into the development of the strategy and would be embedded going forward and she had held high level conversations and requested that resources be allocated to enable the Council to deliver services to tackle this at community level.

The Strategic Director & Liam Banham reported that the initial funding of £500k would be used to lever in additional funding pots such as Safe Streets (Round 1) and Youth Endowment fund.

The Chairman thanked Liam Banham for his informative presentation.

RESOLVED:-

That the Committee provide feedback as part of the presentation to assist with the finalisation of the plan.

## **7 LOCAL PLAN PART 2 UPDATE AND ADOPTION OF REVISED LOCAL DEVELOPMENT SCHEME**

The Committee received and considered the report from the Strategic Planning Manager.

The Senior Strategic Planner advised that the report provided an update on progress of the Local Plan Part 2 (future development plan for the Borough to 2030) now that the examination hearings had concluded with the Planning Inspectorate. It provided a summary of the initial findings from the Planning Inspectorate and the likely modifications needed to the plan in order for it to be found sound.

The Senior Strategic Planner further reported that it also recommended the adoption of a revised Local Development Scheme which sets out the content of Local Plan documents and timescales for preparation. The Local Development Scheme required amending to reflect the latest timescales and content of the Local Plan Part 2. The timescales for the Local Plan review which was due to commence this year had also been revised to reflect the latest activity.

The Senior Strategic Planner reported that on submission of the Local Plan, the Council requested that the Inspector confirmed the Council's five-year supply of housing land on adoption. The Inspector would confirm his findings on this when he issued his final report. However, the Inspector had provided some initial conclusions in his letter regarding supply on some sites. However, the reductions in supply identified in the letter would still leave the Council with a robust five-year supply.

The Senior Strategic Planner reported that there had been an omission in the report; i.e. Ormesby St Margaret with Scratby had not been included in the Neighbourhood Plan update.

Councillor A Wright asked for clarification regarding whether the Council's five year housing land supply and whether it would be fixed for one year from the date of the Inspector's confirmation. The Senior Strategic Planner reported that it was hoped with the plan being adopted in the Autumn this would fix the 5 year housing supply by the housing inspectorate with a further option being that the Council can submit a 5 year supply to the Planning inspectorate or through a Local Plan.

RESOLVED:-

That the Committee notes progress on the Local Plan Part 2 and adopts the revised Local Development Scheme as detailed at Appendix 2 of the report.

## **8 GREAT YARMOUTH HERITAGE ACTION ZONE**

The Committee received and considered the report from the HAZ Project Officer.

The HAZ Project Officer updated Members on the four-year Historic England part-funded Heritage Action Zone scheme for Great Yarmouth. The scheme comprised of a series of projects and workstreams which collectively tackled problems of empty, redundant and neglected buildings through repair and re-use, transforming dilapidated properties into new homes, shops and community spaces. Through capital projects, it would repair and restore the historic environment and public realm and encourage property owners to invest in conservation improvements to restore historic character through a scheme of small grants.

The project strategically aligned with the Future High Street Fund and Town Deal Investment Plan actions and objectives and would deliver a significant community benefit. Community engagement was embedded throughout the scheme. The major building projects included training and skills development in traditional construction methods. Other projects supported heritage protection, through better design and local listing, and would engage people in learning and contributing to the historic record of the area. A separate cultural activities programme, through a consortium run by OutThere Arts, together with the HAZ community engagement activities would attract residents, shoppers and visitors. The scheme would increase footfall and encourage a better understanding of the historic importance of the buildings, townscape and heritage of the HAZ.

Two third-party grant schemes for building owners and tenants in the HAZ area would be launched at the beginning of June. A total of £250,000 was available to fund grants of up to £10,000 to building owners, or tenants with the support of their landlord. The grants would cover a maximum of 75% of total costs for shopfront improvements and 80% for building repairs. All works must be directly related to conservation or improvements that protect the heritage value of the building and wider HAZ area.

Councillor P Carpenter questioned whether delegation should be made to a named Strategic Director in consultation with the Leader of the Council. The Chief Executive Officer explained that this was not necessary under the grant funding regulations and she assured the Committee that the relevant Member Working Group would have had sight of and agreed any funding expenditure before it was signed off by a Strategic Director.

Councillor Williamson thanked the HAZ Project Officer for the level of detail in her report which would have required a great deal of work on her part and that

he fully supported this report.

Councillor Flaxman-Taylor asked for clarification regarding whether the Town Deal and Great Yarmouth Town Centre Member Working Group referred to in the report was, in fact, the Great Yarmouth Town Centre Masterplan Member Working Group. The Chief Executive Officer confirmed that it was and Councillor Plant requested that, in future, reports contained the correct Member Working Group title to save any further confusion.

The Chief Executive Officer further reported that it was possible that an additional Member Working Group could be needed to oversee the development of the proposed learning Centre in the Market Place.

Councillor Flaxman-Taylor asked for confirmation as to whether there were any Members assigned to the Arts & Culture Liaison Board. The Corporate Services Manager informed the Committee that Councillors Plant & A Wright were appointed to this Board on behalf of the Council. Councillor Williamson reported that it consisted of 43 members from various organisations.

**RESOLVED:-**

- (i) That the Committee note the Heritage Action Zone progress update.
- (ii) That the Committee delegate authority to any Strategic Director to sign off HAZ Scheme grants to third-parties, including items B, C, D, E, F and N from the main HAZ projects list which appears at paragraph 1.6 of this report, subject to approval of an application by the Officer Working Group and compliance with all relevant scheme criteria, conditions and checks.
- (iii) That the Committee delegate authority to any Strategic Director to sign off HAZ Scheme expenditure on items A and G of paragraph 1.6, subject to approval of these items by the Officer Working Group and compliance with all relevant scheme criteria, conditions and checks.
- (iv) That the Committee approve expenditure of HAZ Scheme funds on items H, I, J, K, L and M of paragraph 1.6 as incidental project costs which meet the Scheme criteria and conditions.

## **9 ANY OTHER BUSINESS**

The Chairman announced that the Strategic Director, Kate Watts, would be getting married on Saturday, 5 June 2021 and passed on the Committee's congratulations and wished her all the very best for the future.

The Chairman passed on his thanks to the Corporate Services Manager for the organisation of the evenings meeting.

The meeting ended at: 20:00