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NOTES OF THE MEETING OF CABINET MEMBERS

24 August 2005 – 3.30 pm

PRESENT:
Councillor Coleman (in the Chair); Councillors Collins, Lawley, Smith and Stone.

Apologies for absence were received from Councillors Page and Shrimplin.

Mr R Packham (Chief Executive Officer), Mr M Barrow (Corporate Director Environment and Economy), Ms J Butcher (Funding Programme Manager), Mr J Hemsworth (Head of Environment and Health), Mr D Jamieson (Senior Architect), Mr K Kittle (Funding Programme Accountant), Mr S Mutten (Environmental Strategy Manager), Mr R Neve (Head of Property Services), Mr B Sharma (Corporate Director Resources), Mr C Skinner (Head of Member and Legal Services), Mr M Stephenson (Environmental Strategy Officer), Mrs D Wright (Commercial Manager) and Mr R Hodds (Member Services Manager).

1. **MINUTES**

The minutes of the meeting held on 2 August 2005 were confirmed

2. **COUNCIL PRIORITIES**

The Lead Cabinet Members provided an update on the following priorities on an exception basis:-

- **Stronger Communities**

No items to report under this heading.

- **Economic**

The Cabinet Member (Property Development and Regeneration) reported that the Executive Advisory Groups set up to look at the Market Place and at Disabled Parking would be submitting their reports to Executive for consideration. With regard to car park signage, Members were advised that works would commence in October 2005.

- **Environment**

No items to report under this heading.

- **Social**

The Cabinet Member (Social) reported that the first meeting of the East Coast Revenues and Benefits Partnership would be held in the near future.

- **Resources**

No items to report under this heading.

- **Putting People First**

No items to report under this heading.

3. DEVELOPMENT OF A COMMUNITY AND RESOURCE CENTRE AT SHRUBLANDS

Cabinet Members considered the Social Strategy Officer's report on the proposals for the development of a Community and Resource Centre by Norfolk County Council on the Shrublands site in Gorleston.

The Social Strategy Officer reported that it was always the intention to provide a Centre in the Gorleston area and a building known locally as "The Barn" provides a Community Centre facility which a number of local community organisations hire to provide a range of community based activities. Because of the critical mass of services which are already being delivered from Shrublands it is the preferred site for the Great Yarmouth PCT to commission a new building which would deliver a range of health related services. There is however a history of some local communities in the area shunning the use of "The Barn" as a Community Centre.

In order to try and settle on one location as the possible base for a Health and Resource Centre in the Gorleston area NRF funding had been allocated for a feasibility study to be undertaken which had yet to be carried out. The County Council had requested the assistance of the Borough Council in securing the support of the local community for the refurbishment of "The Barn" as a Community and Resource Centre for the Gorleston area.

The Social Strategy Officer reported that the County Council intended to go ahead with the refurbishment of "The Barn" and were keen that both local residents and local elected Members were given the opportunity to support the proposal and to have an input to the design brief if they so wished. For pragmatic reasons the County Council had decided to hold separate meetings for the community and for elected Members to discuss this issue.

Cabinet Members noted the present position with regard to the provision of a Community and Resource Centre by Norfolk County Council in Gorleston as detailed in the Social Strategy Officer's report.

4. CREMATORIUM CAPITAL WORKS

The Environmental Strategy Manager updated Members on the proposed alterations due to take place to the Crematorium building as part of the 2005/06 and 2006/07 Capital Programmes. Cabinet Members considered in detail the proposals which included plans to increase the capacity within the Crematorium by introducing chairs rather than benches to provide 180 seats. The alterations would also double the size of the existing waiting area. The Environmental Strategy Manager confirmed that all proposed works were within the

allocated budget of £200,000 which was spread over the Financial Years 2005/06 and 2006/07. It was hoped that all works would be completed by summer of 2006. It was also the proposal to continue with the normal operation of the Crematorium during the period of the Capital Works taking place.

The Environmental Strategy Manager confirmed that there had been liaison with the Funeral Directors and the Clergy with regard to the proposed alterations. The plans had been submitted for consideration by the planning process.

Cabinet Members noted the present position with regard to the proposed alterations due to take place to the Crematorium building.

5. MAGDALEN CREMATORIUM - MERCURY ABATEMENT

The Environmental Strategy Manager reported that strict controls for crematoria to limit mercury pollution had been announced by the Government in January with the industry being required to fit equipment to halve emissions by 2012.

On the 10 January 2005 DEFRA issued guidance which required Cremation Authorities and companies in the private sector to consider their options for achieving a 50% reduction in emissions of mercury from crematoria and to inform their relevant Local Authority Regulator by 31 December 2005. This is a legally enforceable requirement and is part of the process of ensuring that the Government target of 50% reduction in emissions by 2012 will be met. In this case the Local Authority Regulator was the Borough Council itself with the Operational Permit being issued by the Environmental Health Department which has to ensure strict standards of compliance are met.

Accordingly Cabinet Members now considered the following options:-

(a) Install mercury abatement equipment prior to 31 December 2012

(b) Participate in an arrangement to share the cost of such abatement fitted by other crematoria

(c) A combination of the two.

Based on current information and advice Cabinet Members were advised that it was estimated that the cost of installation of mercury abatement equipment to the three cremators at Magdalen Cemetery would be in the region of £400,000. Structural alterations to house the equipment together with electrical upgrades were estimated at a further £115,000. The trading option would most likely be administered through a “burden-sharing scheme” named ‘Cameo’, developed by the Federation of Burial and Cremation Authorities and the Cremation Society and referred to by DEFRA in their latest advice.

Cabinet Members endorsed the Officer’s proposals to pursue option (a) with a view to a detailed reported being presented to the next meeting of the Executive on 21 September 2005.

6. VOLUNTARY REGISTRATION OF THE COUNCIL’S LAND HOLDINGS

The Head of Member and Legal Services advised Cabinet Members that the Council has extensive land holdings in the Borough and some of the land was registered at HM Land

Registry and some was unregistered. HM Land Registry was keen to extend the amount of registered land in England and Wales and in furtherance of this object it was offering Local Authorities, on a Council by Council basis, to undertake the work involved in registering their land. The cost to the Council would be in the region of £12,000. This cost would be recharged to the relevant budgets.

Cabinet Members endorsed the Officer's recommendation that the Council voluntarily registers all its land holdings at an approximate cost of £12,000.

7. PROPOSED PARTNERSHIP WORKING BETWEEN GREAT YARMOUTH BOROUGH COUNCIL AND WAVENEY DISTRICT COUNCIL

Cabinet Members considered the proposal for partnership working between the Borough Council and Waveney District Council in respect of legal and member services. Cabinet Members were advised that if the Councils were happy to proceed with the proposed partnership working there would be a transitional period of partnership between 1 October 2005 and 31 March 2006. During this period working practices could be developed and refined, staff located or relocated as appropriate and a decision made as to whether the partnership was working in whole or in part. Cabinet Members agreed that there was a need for a risk assessment to be prepared in respect of this proposal.

Cabinet Members endorsed the proposal for the proposed partnership working between the Borough Council and Waveney District Council in respect of legal and member services and noted that a detailed report on this matter would be presented to the Executive at its meeting on 21 September 2005.

8. AGREEMENT TO ENTER INTO A CONTRACT WITH SOUTH NORFOLK DISTRICT COUNCIL TO CARRY OUT THE ADMINISTRATION OF EXCESS CHARGE NOTICES

Cabinet Members considered the Head of Property Services' report which detailed proposed arrangements to enter into a partnership agreement with the South Norfolk District Council in respect of the administration of Excess Charge Notices.

Cabinet Members endorsed the Head of Property Services proposal.

9. FORMER MCCARTHY'S PREMISES THE CONGE – PLOT NUMBER 4291 – GREAT YARMOUTH

Cabinet Members considered the Head of Property Services' report which detailed the position with regard to the Council's ownership of commercial property in The Conge area and asked Cabinet Members to endorse the action not to grant lease extensions in order to preserve the Council's redevelopment opportunities in the future.

Cabinet Members noted the position and endorsed the revised policy.

10. BEACONSFIELD RECREATION GROUND – SANDOWN ROAD GREAT YARMOUTH

Cabinet Members considered the Head of Property Services' report which advised on an approach from the County Council with respect to the forthcoming schools' reorganisation and the need to address difficulties at Great Yarmouth High School with regard to recreational facilities.

Cabinet Members agreed to recommend to the Head of Property Services that no further action should be taken on this issue.

11. GORLESTON LOWER ESPLANADE

Cabinet Members considered the Head of Property Services' report asking Members to give consideration to a proposal to investigate marketing a site in the vicinity of the Model Yacht Pond at Gorleston Lower Esplanade seeking expressions of interest in the construction of a new facility/attraction in this area. This could be linked to general environmental and highway/parking improvements in this area in partnership with the County Council.

Cabinet Members endorsed the Head of Property's proposed action to carry out further detailed investigations and consultations leading to initial marketing taking place.

12. ITEMS FOR EXECUTIVE ADVISORY GROUPS/POLICY DEVELOPMENT COMMITTEE

No issues to consider on this matter.

13. REVIEW OF THE *inte*GREAT PROGRAMME

Cabinet Members considered the Funding Programme Manager's report in respect of the present position with regard to the *inte*GREAT Programme. Cabinet Members were reminded that *inte*GREAT was a £16M Capital Programme designed to improve the economy of the Town by targeting three main areas that are experiencing decline yet require support to maintain and improve local employment. The Programme is a multi-funded Programme which commenced in September 2003 following rounds of consultation and successful bidding. A number of achievements had been delivered, with some key priorities set for the future. Members were reminded that the Programme would end in March 2007.

Cabinet Members were reminded of the details of the key partners involved in the *inte*GREAT Programme together with the arrangements for the Programme's management. It was pointed out that since September 2003 the *inte*GREAT Programme had delivered improved lighting schemes in Broad and Market Rows, St Peter's Road and Blackfriars and the Esplanade. The Market Place had been revamped as a spacious, modern performance area complimenting the public broadcasting system. The THI Programme had offered over eighty grants predominantly comprising of enhancements to buildings along principal routes such as King Street and quieter quarters to improve the street scene. The Wellington Pier had received funds to improve the entrance of this key seafront building. Important future projects included the Seafront improvements/pedestrian priority scheme along Regent Road East and Hollywood/Marine Parade area valued at £5.2M, the redevelopment of the Esplanade to compliment the Regent Road and Marine Parade; two public broadcasting

information systems on the Seafront; new paving for the road; car park information signs and finger-post signs.

Cabinet Members also considered a detailed report from the Funding Programme Accountant on the financial position on the Programme with regard to risk management. Details of the discussions held with EEDA in respect of the funding of the road scheme were reported. The point was made that EEDA was aware that there would be no additional Borough Council funding available for this scheme. The Funding Programme Accountant made the point that it was important that the £16.3M allocated was spent through the *inte*GREAT Programme or this could result in financial impacts to the Council.

Cabinet Members noted the report with regard to the *inte*GREAT Programme and agreed that regular monthly reports would be submitted to Cabinet.

14. BRIEFING ON ITEMS FOR THE EXECUTIVE – 24 AUGUST 2005

Cabinet Members considered briefing on items for the Executive of 24 August 2005.

15. CLOSURE OF MEETING

The meeting ended at 6.20 pm.