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THE EXECUTIVE

21 September 2005 – 6.30 pm

PRESENT:

Councillor Coleman (in the Chair); Councillors Page, Shrimplin, Smith and Stone.

Councillors Castle, Howard and Williamson attended by invitation.

Apologies for absence were received from Councillors Collins and Lawley.

Mr R Packham, (Chief Executive Officer), Mr M Barrow (Corporate Director - Environment and Economy), Mr W Flatman (Head of Financial Services), Mr R Neve (Head of Property Services), Mr R Hodds (Member Services Manager), Mr S Mutton (Environmental Strategy Manager) and Mr D Mallett (Market Manager).

1. MINUTES

The minutes of the meeting held on 24 August 2005 were confirmed.

2. ISSUES ARISING FROM OVERVIEW AND SCRUTINY, POLICY DEVELOPMENT AND REGULATORY COMMITTEES

Members were advised that there were no items for consideration.

3. FORWARD PLAN – 1 SEPTEMBER 2005 TO 31 DECEMBER 2005

Members noted the current position in relation to those items included on the Forward Plan for the period 1 September to 31 December 2005.

4. FEES AND CHARGES 2006/07 – ANNUAL ENVIRONMENTAL HEALTH LICENSES

The Executive considered the Head of Environment and Health's report which sought approval for fees and charges to be applied to annual Environmental Health Licences for 2005/06.

RESOLVED:

That the annual Environmental Health Licences for 2005/06, as detailed in the Head of Environment and Health's report, be recommended to Council for approval.

5. PARTNERSHIP WORKING BETWEEN GREAT YARMOUTH BOROUGH COUNCIL AND WAVENEY DISTRICT COUNCIL

Members noted that the Head of Member and Legal Services report in respect of the above issue would be considered at the next meeting.

6. 2005/06 ORIGINAL BUDGET AMENDMENTS (VIREMENTS AND SUPPLEMENTARY BUDGETS)

The Executive considered the Group Accountant (Monitoring)'s report which identified virements between budget service plans during the period April to August 2005.

RESOLVED:

That the Group Accountant ((Monitoring)'s report on 2005/06 original budget amendments (virements and supplementary budgets) be agreed and referred to Council for approval.

7. FINANCIAL OUT-TURN REPORT 2004/05

The Executive considered the Corporate Director (Resources)'s report on the Financial Out-turn for 2004/05 which set out the General Fund and Housing Revenue Account Out-turn for 2004/05 and highlighted any major variances from both the original and revised budgets. The report follows the adoption by Council of the statement of accounts for 2004/05 in July 2005.

RESOLVED:

That the Corporate Director (Resources) Financial Out-turn report for 2004/05 be referred to Council for approval.

8. ITEMS FOR EXECUTIVE ADVISORY GROUPS/POLICY DEVELOPMENT COMMITTEE

Members were advised that there were no items for consideration by the above.

9. ITEMS DETERMINED BY THE EXECUTIVE UNDER THE TERMS OF THE CONSTITUTION

The following item was determined by the Executive under the terms of the Constitution:-

(a) Magdalen Crematorium – Mercury Abatement

10. MARKET EXECUTIVE ADVISORY GROUP

The Executive was reminded that in December 2004, the Market Executive Advisory Group had been established to review the current and future operation of the Six Day Market. The Advisory Group had agreed that a review of the Six Day Market could not be carried out in isolation as many of the issues to be covered also affected the Two Day Market, and Executive had subsequently agreed therefore to extend the remit of the review to include the Two Day Market.

Accordingly, the Executive now considered a presentation from the Chairman of the Market Executive Advisory Group on the Group's detailed report into the review of both the Six Day and Two Day Market. The Chairman of the Advisory Group advised the Executive that the Group had looked in detail at the following issues:-

- (a) **An investigation into the existing rules and regulations for market operation**
- (b) **Review of the existing bye-laws in force**
- (c) **To review the lease and rent agreements for all categories of stalls**
- (d) **To review transfer arrangements**
- (e) **To review management structure and liaison with traders**
- (f) **To consider the future of the markets including:-**
 - To consider the extension of the Six Day Market area
 - To consider whether the Two Day Market should be relocated
 - To consider the level of chip stalls provision
 - To consider the impact on Town Centre shops.

Following consideration of the Executive Advisory Group's report, the Executive gave consideration to the Group's following recommendations:-

- (i) That the existing method of calculating rents be retained for the present but reviewed if the Six Day Market is extended.
- (ii) That the Annual Liaison meeting be requested to consider the possibility of a rent freeze for one year, which was supported by the Group.
- (iii) That the Market staff be more rigorous in their enforcement of licence conditions ie stopping the unauthorised enlargement of stall areas and the early leaving of traders.
- (iv) That the Transfer arrangements be endorsed.
- (v) That the Two and Six Day Licences be amended to include the standard conditions, details of selling lines approved by the Market Manager and a "disciplinary" type procedure to enable him to deal with any unco-operative traders.
- (vi) That the Market Manager be asked to remind traders that they could raise any issues of concern at either the weekly liaison meetings or the annual meeting with traders.
- (vii) That the current Byelaws in place be endorsed.
- (viii) That the Two Day Market must be retained in its present location bearing in mind that it is beneficial to Town Centre shops.
- (ix) That strong consideration be given to the extension of the Six Day Market, covered or uncovered, and that if accepted would be a matter for separate review to enable costing etc to be worked up.
- (x) That, in the meantime, the Executive be requested to agree that additional resources be made available to enable the Six Day Market area and canopy to be tidied up by

ringfencing any transfer income above that already in the budget to contribute towards the costs of this work.

(xi) That the Executive be requested to ask *inteGREAT* to progress the provision additional signage around the Town indicating the Market's location, and they be asked to investigate the possibility of erecting the brown "Historic" tourist signs at the town gateways.

(xii) That the Executive be requested to carry out an in depth investigation into GYBS cleansing contract rates for the Market together with other service contracts as they seem to be very misleading and expensive.

(xiii) That the Executive notes the Town Centre shops benefit from the Market and that they think it is an asset.

(xiv) That the Executive be asked to consider increasing the Market Budget in order to improve the overall Market Services and advertising/marketing and possibly taking over some of the GYBS cleaning responsibilities.

(xv) That the Officers be requested to pursue diversification options for the market such as a Farmers Market (although it would need to be borne in mind that there would be some start-up costs), Auctions, Sunday markets etc.

(xvi) That the Executive be requested to bear in mind the cost implications of producing this type of report from the Executive Advisory Groups and they be asked to consider that a budget is allocated accordingly.

(xvii) That, bearing in mind the above, the Executive be asked to decide whether all or only some sections of the report should be made available to all Members but they are also asked to endorse this Group's recommendation that the full report be professionally reproduced and issued to all Market Traders.

RESOLVED:

(i) That the report of the Market Executive Advisory Group into its review of the Six and Two Day Markets be agreed, and the Executive Advisory Group be thanked for the detailed review of this issue.

(ii) That, subject to budget considerations, recommendations (i), (iii), (iv), (v), (vi), (vii), (viii), (xii), (xiii), (xiv) and (xv) as detailed above be supported and approved for implementation where appropriate.

(iii) That recommendation (ii) as detailed above be not supported.

(iv) That recommendation (ix) be supported without the qualification contained within it, and that the Cabinet Support Member be asked to carry out the investigation.

(v) That recommendation (x) be approved, subject to the addition of the words "for 2005/06 only".

(vi) That recommendation (xi) be approved subject to the deletion of the word "additional" in the second line.

(vii) That recommendations (xvi) and (xvii) be given further consideration at a future meeting pending further information from the Corporate Director (Resources).

(viii) That full details of the Executive Advisory Group's report be placed on the Council's website.

(Councillor Shrimplin declared an interest in the following item and took no part in the voting or discussion thereon)

11. DISABLED PARKING EXECUTIVE ADVISORY GROUP

The Executive was reminded that the Disabled Parking Advisory Group had been set up to review the Council's current status and standard of service for disabled parking on its off-street car parks. Accordingly, the Executive now considered a presentation by the Chairman of the Executive Advisory Group who reported on the Groups' investigations into the following issues:-

- (a) **The Council's legal standing on duties under current/new legislation**
- (b) **To bring all Pay and Display car parks up to specification or select main user parks**
- (c) **To decide on type of bay installations – long, single or double**
- (d) **Cost implications**
- (e) **Signage to car parks from entrances to Town**
- (f) **Impact on car parking strategy**
- (g) **Future of Dial spaces**
- (h) **Seafront obligations**

Following detailed consideration of the report, the Executive gave consideration to the Advisory Group's following proposals to be considered as a matter of urgency in the light of new legislation:-

Option 1: To keep the green badge spaces (Dial).

Proposal : That the Dial spaces be removed.

Option 2 : To bring ALL Pay and Display car parks up to spec or select main user car parks.

Proposal : To select main car parks at the Car Park Manager's discretion in consultation with disabled user groups.

Option 3 : Decide on type of bay installations, long single or double.

Proposal : Recommend wider bays on all selected car parks, double bays if possible.

Option 4 : Cost implications of all above

Proposal : To mark out and paint spaces £100 per space plus maintenance per annum.
To comply with access to meters £450 - £800 per island.
Loss of parking revenue single bays all car parks £70,000 per annum.

Loss of parking revenue double bays all car parks £121,000 per annum.

Option 5 : To charge for disabled parking spaces or not.

Proposal : The Group took a vote on this issue results as listed. The Chairman did not vote.

- To charge as normal for all parking thereby abolishing current three hours free on Pay and Display car parks – 2 for 1 against 2 abstained
- To have three hours free parking in disabled marked out bays only – 2 for 3 against
- To reduce the amount of free hours from three to two – unanimously against as it would cause confusion.

Option 6 : Signage to car parks from entrances to Town.

Proposal : All signage on main highways and in Town to be looked at through the *inte*GREAT scheme under its current project plans.

Option 7 : Our legal standing on duties under current/new legislation.

Proposal : At present none of our car parks comply with the new Disability Discrimination acts and duties as a service provider. However, there is no legal obligations to supply or give concessionary rates for disabled parking. Safe access to meters is of paramount importance in all car parks and this would require significant funds to overcome as can be seen from above.

Option 8 : Seafront obligations.

Proposal : The Seafront Pay and Display car park requirements should be funded from the Seafront Management Team ringfenced budget and the County Council will be requested to consider installing the longer bays for on-street parking to enable wheelchair access/egress safely.

Option 9 : Impact on Car Parking Strategy.

Proposal : The Executive be requested to endorse this Group's proposal to amend the following policies and Sections; 10, 12, 13, 14, 24, 35, 36, 37; Sections: 3.11.8; 9, 10, 11 within the Car Parking Strategy.

Option 10: To increase the Car Parks Budget to allow improved services and maintenance under the new acts.

Proposal : That a Budget increase be sought in consultation with the Head of Property Services and Car Park Manager.

Option 11 : To consider the availability of the report.

Proposal : That the Executive be requested to bear in mind the cost implications of producing this type of report from the Executive Advisory Groups and they be asked to consider that a budget is allocated accordingly.

That, bearing in mind the above, the Executive be asked to decide whether all or only some sections of the report should be made available to all Members and interested parties who took part in the review.

RESOLVED:

- (i) That the report of the Disabled Parking Executive Advisory Group into its review of the Council's current status and standard of service on its off-street car parks be agreed, and the Executive Advisory Group be thanked for the detailed review of this issue.
- (ii) That, subject to budget considerations, the proposals under Options 1, 2, 3, 4, 7, 9 and 10 as detailed above be supported and approved for implementation.
- (iii) That the proposal under Option 5 be approved for implementation as follows:
"To charge as normal for all parking thereby abolishing current three hours free on Pay and Display car parks with effect from 1 April 2006 subject to all necessary infrastructure being in place".
- (iv) That the proposal under Option 6 be approved for implementation as follows:-
"All signage on main highways and in the Town to be looked at by County Highways".
- (v) That the proposal under Option 8 be referred to the Greater Yarmouth Tourist Authority for consideration.
- (vi) That proposals under Option 11 be given further consideration at a future meeting pending further information from the Corporate Director (Resources).
- (vii) That full details of the Executive Advisory Group's report be placed on the Councils' website.

12. AFFORDABLE HOUSING/HOUSING CORPORATION BIDDING LAND

The Leader reported that a special meeting of the Executive would be held on Tuesday, 4 October 2005 at 6.30 pm to consider the issue relating to Affordable Housing/Housing Corporation Bidding Land.

13. CLOSURE OF MEETING

The meeting ended at 7.20 pm.