

**MINUTES OF A MEETING OF THE
POLICY AND RESOURCES COMMITTEE
HELD ON 24th JULY, 2018
AT NELSON TOWN HALL**

PRESENT –

Councillor P. White (Chairman – in the chair)

Councillors

*Nadeem Ahmed
W. Blackburn
M. S. Foxley
P. J. Foxley
M. Iqbal
Y. Iqbal*

*P. A. McCormick (Substitute for Councillor Musawar Arshad)
A. Mahmood
B. Newman
K. Turner (Substitute for Councillor M. Goulthorp)
C. Wakeford (Substitute for Councillor J. Cooney)
D. M. Whipp*

Also attending:

Councillor A. R. Greaves

Officers in attendance:

<i>Dean Langton</i>	<i>Chief Executive</i>
<i>Susan Guinness</i>	<i>Chief Financial Officer</i>
<i>Neil Watson</i>	<i>Planning, Building Control and Licensing Services Manager</i>
<i>Jane Watson</i>	<i>Head of Democratic Services</i>

(Apologies for absence were received from Councillors Musawar Arshad J. Cooney and M. Goulthorp and Philip Mousdale (Corporate Director)).

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The following person attended the meeting and spoke on the following item:

<i>Ali Ahmed</i>	<i>Taxi Licensing Convictions Policy Guidelines</i>	<i>Minute No. 49</i>
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34. DECLARATIONS OF INTEREST

Members were reminded of the requirements of the Member Code of Conduct concerning the declaration of interests.

Councillor P. White declared a non-pecuniary interest in minute no 50 land at Thomas Street, Colne and in minute no 52 Peter Birtwistle Trust – Land Acquisition.

35. PUBLIC QUESTION TIME

Mr. Oakes referred to the proposal by the Council to provide a temporary hackney carriage stand on Bridge Street, Colne during this year's Blues Festival. He said that the taxi trade had not been consulted on this and he asked that the existing ranks on Albert Road and Market Street be maintained during the festival. It was explained that the road closure that was in force this year

extended from the Crown on Albert Road to the traffic lights at Skipton Road and therefore these ranks would not be accessible.

RESOLVED

That a meeting be arranged with the Leader of the Council, the Chairman of the Taxi and Other Licensing Committee, a representative from the Hackney Carriage Association and relevant officers to consider an alternative location for a temporary hackney carriage stand at this year's Blues Festival.

REASON

In response to concerns raised by the trade.

36. MINUTES

RESOLVED

That the Minutes of the meeting held on 26th June, 2018 be approved as a correct record and signed by the Chairman.

37. GEARING UP FOR GROWTH – APPRENTICESHIP PROVISION

The Chief Executive submitted a report proposing the allocation of funding from the Gearing up for Growth Programme to support an increase in apprenticeship provision in Pendle.

It was suggested that £10,000 be allocated from the unallocated funding towards supporting activity which would lead to an increase in the number of apprentices in the Borough. It was envisaged that the Council would work in partnership with a range of organisations on this including, for example, the National Apprenticeship Service, Lancashire Skills and Employment Hub and various workplace training providers on this project with a view to co-investing in activities.

RESOLVED

- (1) That £10,000 be allocated from the residual balance of the Gearing up for Growth Programme towards the promotion and recruitment of apprenticeships, as set out in the report.
- (2) That a progress report be submitted to Committee in 6 months' time.

REASON

To contribute to the skills development strand of the Gearing up for Growth Programme.

38. LOCAL PLAN ALTERING THE HOUSING REQUIREMENT

The Planning, Building Control and Licensing Services Manager submitted a report on options and implications for the Local Plan preparation for altering the housing requirement in the Local Plan.

Policy and Resources Committee (24.07.2018)

The Revised National Planning Policy Framework (“the Framework”) had been reported to the Executive in March 2018. It was reported that the final version of the Framework had been received prior to the meeting. Relevant information from the Framework was provided to the Committee.

The report detailed the implications of the changes and it was noted that the revised Framework would require some elements of evidence to be either updated or produced e.g., the Strategic Housing Market Assessment. It was estimated that this would cost circa £50,000.

RESOLVED

- (1) That the likely implications, both financially and in terms of timescale, as set out in the report, for altering the housing requirement in the Local Plan, be noted.
- (2) That a review of the housing numbers in the Local Plan be undertaken.
- (3) That a new Strategic Housing Market Assessment be commissioned.
- (4) That a further report be brought back to this Committee on the outcome of the revised Strategic Housing Market Assessment.
- (5) That up to £50,000 be allocated from the Local Plan Reserve to undertake the work referred to in (2) and (3) above.

REASON

In order to proceed with the adoption of the Part 2 Local Plan.

39. LOMESHAYE DEVELOPMENT BRIEF

The Planning, Building Control and Licensing Services Manager submitted a report on the requirement to adopt a Development Brief for the extension to Lomeshaye Industrial Estate. The Brief set out the design parameters that the development of the site would be expected to follow, taking into account issues such as landscape, known constraints, ecology etc.

It was reported that the Brief would form the basis for a consultation exercise to establish the views of the community and other interested bodies.

REOLVED

That the Planning, Building Control and Licensing Services Manager be instructed to carry out a six week consultation exercise on the Lomeshaye Development Brief.

REASON

The Development Brief was required to be completed in order to satisfy the requirements of the adopted Core Strategy.

40. BROWNFIELD SITES FUND REVIEW

The Housing, Health and Economic Development Services Manager submitted a report which provided an update on the current status of the Brownfield Sites Fund.

Since the Fund had been launched in 2016 six applications had been submitted and discussed by the Grants Panel; one site for employment use and the rest for housing. Three applications had been approved and 3 declined. One further application had been received but had not yet been before the Panel due to a land ownership issue. Two other brownfield site owners have indicated that they would be submitting an application although nothing has been received to date.

It was suggested that if applications from the three remaining site owners who had expressed an interest in the fund by 31st August, 2018 the grant scheme no longer be run. The remaining funding could be set aside to assist with the redevelopment of a number of strategic brownfield site which the Council were keen to see developed.

It was noted that the funding was split into two elements:

	Funding Available	Uncommitted Funding
Brownfield Sites Grant Fund	£500,000	£450,000
Brownfield Sites Main Fund	£1,053,935	£616,635

Following discussion the Committee felt that consideration should be given to finding other ways of distributing this funding.

RESOLVED

- (1) That the remaining site owners who have expressed an interest in the scheme be given a deadline of 31st August, 2018 by which to submit an application.
- (2) That the Housing, Health and Economic Development Services Manager be requested to submit a report to a future meeting on innovative ways of distributing the Brownfield Sites Fund.

REASON

- (1) *To encourage applications to be submitted within a reasonable timeframe.*
- (2) *To look at other ways of distributing the fund.*

41. DISPOSAL OF SITES FOR HOUSING

The Housing, Health and Economic Development Services Manager submitted a report on progress with the housing sites that the Executive had previously agreed for disposal. Appendix 1 attached to the report provided a list of these sites.

It was noted that 73 houses had been completed, 45 of which were affordable and construction was underway on a further 35 houses and bungalows. Disposal was progressing on a further 12 sites which it was estimated could accommodate over 400 properties.

Policy and Resources Committee (24.07.2018)

The report included an update on progress on establishing a Developer Register. It was anticipated that this would be available from early August on the Council's website.

There was also an update on the self-build sites at Bamford Street, Nelson, Mansfield Crescent, Brierfield and Wickworth Street, Nelson.

Further reports would be submitted to the Committee on additional sites which had been identified that were non-operational and could be considered for disposal for development. Three sites had been identified for disposal for housing:

End Street, Colne
Dewhurst Street/Knotts Lane, Colne
Wickworth Street, Nelson

Reports would also be submitted to the relevant Area Committees for comment.

It was suggested that land at Dewhurst Street/Knotts Lane, Colne not be considered for disposal as this was a well maintained community garden which enhanced the area. Aspen Grove in Earby was also a site which the Committee felt should not be disposed of.

RESOLVED

- (1) That progress on sites that had previously been agreed for disposal be noted.
- (2) That progress on establishing the Developer Register be noted and it be agreed that the first site offered to the Register be Trent Road, Nelson.
- (3) That the site at Mansfield Crescent, Brierfield be offered for self-build through the Self-Build Register.
- (4) That land at Dewhurst Street/Knotts Lane, Colne and land at Aspen Grove, Earby not be disposed of.
- (5) That Nelson Committee and the Colne and District Committee be consulted on the possible disposal of land at End Street, Colne and land at Wickworth Street, Nelson.
- (6) That a further report be submitted to this Committee following consultation with the Area Committees (referred to in (4) above).

REASON

- (1) ***To keep Members informed of progress.***
- (2) ***To support smaller local developers including self-builders.***
- (3) ***To dispose of sites that could support the Council's growth objectives.***

42. CALL IN – DISPOSAL OF PROPERTY INTERESTS

This item was considered at the last Policy and Resources Committee meeting on 26th June, 2018 but was subsequently called in. A note of the call in meeting was circulated at the meeting.

Policy and Resources Committee (24.07.2018)

The estimated costs for the sale of Number One Market Street and Elliott House, Nelson were reported to be around 1% of the value of the sale.

RESOLVED

- (1) That the estimated costs for the sale of Number One Market Street and Elliott House, Nelson be noted.
- (2) That a report on bids received for Number One Market Street and Elliott House, Nelson be submitted to this Committee for consideration.
- (3) That a report be submitted to this Committee in September 2019 if sales on these two properties have not been agreed.

REASON

To progress matters linked to the potential disposal of certain property interests held by the Council.

43. PEARL JOINT VENTURE COMPANIES DEVELOPMENT PROGRAMME 2018/19

The Housing, Health and Economic Development Services Manager submitted a report on development activity carried out by the PEARL companies along with the programme of activity for 2018/19.

RESOVLED

That progress during 2017/18 and the 2018/19 Development Programme for the PEARL companies be noted.

REASON

To keep the Committee informed of progress.

44. CALL IN – HOLT HOUSE, COLNE – COMMUNITY ASSET TRANSFER REQUEST

This item was considered at the last Policy and Resources Committee meeting on 26th June, 2018 but was subsequently called in. A note of the call in meeting was circulated at the meeting.

RESOLVED

- (1) That the Corporate Director be granted delegated authority to carry out negotiations with Colne FC on the transfer of land at Holt House, Colne, together with the additional land identified in the report.
- (2) That a report on the outcome of these negotiations be submitted to this Committee in December 2018.
- (3) That a public meeting be held with local residents within the next three months seeking their views on the proposed transfer of land.

REASON

To support the proposals and ambitions of the two clubs taking into account the wider community benefit and interest.

45. PENDLE HOUSING STRATEGY 2018-2023

The Housing, Health and Economic Development Services Manager submitted the Pendle Housing Strategy 2018-2023 for consideration.

The purpose of the Strategy was to show what the Council would do about the strategic housing priorities for the Borough. It listed the key actions the Council would be undertaking, along with its partners, in order to deliver the Strategy.

It was acknowledged that reference to funding requirements needed to deliver aspects of the Strategy was not mentioned in the report. It was suggested that a meeting be arranged to discuss this issue.

RESOLVED

That subject to further discussions between the three Group Leaders, Councillor P. Foxley and relevant officers, the Pendle Housing Strategy for 2018-2023 be agreed and submitted to Council for approval.

REASON

To ensure the Committee agree with the approach being taken by the Council towards its strategic housing role and responsibilities.

46. UNIVERSAL ENFORCEMENT TEAM

The Corporate Director submitted a report on the possibility of bringing together staff in various services with the intention of producing more effective and stronger enforcement.

The main scope for such a team appeared to be in Environmental Services. A review of management responsibilities had brought the Environmental Crime Team (enforcement of dog fouling and litter and the dog warden service) and staff responsible for waste, bins and abandoned vehicle problems together under one line manager.

It was not proposed to include Planning Enforcement, Building Control and Tree Preservation in the exercise. It was noted that on street and off street parking enforcement was the subject of discussions at political level with the County Council.

Outsourcing could also be considered and this was something that had recently happened at Burnley and Blackburn with Darwen.

RESOLVED

- (1) That the scope of the review to include enforcement of dog fouling and litter, dog warden service, waste, bins and abandoned vehicles (within Environmental Services) and parking services (within Neighbourhood Services).

- (2) That the review to take full account of the following:
- The outcome and timescale of the impending Council wide organisational review and associated accommodation review.
 - The need for synergy and sound business reasons for putting staff together.
 - The desirability of increasing capacity for enforcement work.
 - The need to generate savings and increase income in view of the Council's financial position.
 - Training on relevant legislation, practice etc.
 - To include prevention and education as well as formal action.
 - To fully exploit IDOX.
- (3) That the possibility of outsourcing and joint working be explored.
- (4) That a report on the outcome of the review be submitted to the Committee in the autumn.

REASON

To seek to produce more effective and stronger enforcement across the Council.

47. GENERAL DATA PROTECTION REGULATION (GDPR)

The Corporate Director submitted, for information, a report on the new requirements and the measures taken to ensure compliance of the recently introduced General Data Protection Regulation.

48. VULNERABLE PERSON'S POLICY – DEBT RECOVERY

The Chief Executive submitted a report on the Vulnerable Person's Policy – Debt Recovery which was attached as Appendix 1 to the report.

A slight amendment was suggested regarding the six week hold on enforcement action for vulnerable customers in that wording be added to the Policy to indicate that where circumstances dictate each case will be considered individually.

RESOLVED

That subject to the amendment above, the Vulnerable Person's Policy – Debt Recovery be approved.

REASON

To ensure the Council has a robust systems and procedures in place that take account of vulnerable debtors, potentially also reducing collection costs and calls on Customer Services.

49. TAXI LICENSING CONVICTIONS POLICY GUIDELINES

The Planning, Building Control and Licensing Services Manager submitted a report which provided an update on the Taxi Licensing Convictions Policy in order to determine whether or not an applicant or an existing licence holder was a fit and proper person to hold a licence in Pendle.

The report provided details of the relevant changes. A consultation exercise had been carried out and no comments had been received.

The Policy had also been considered by the Taxi and Other Licensing Committee earlier in the year and they had resolved “that the revised Taxi Licensing Convictions Policy be approved.”

RESOLVED

That the revised Taxi Licensing Convictions Policy, attached as Appendix 1 to the report, be approved.

REASON

In order to ensure Pendle has effective policies and procedures in place to protect the safety of the public.

(Councillor P. White declared a personal interest in the following item which was not a disclosable pecuniary interest as defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 but was such that he considered that in view of the principles set out in the Council's Code of Conduct he should not speak or vote on the matter and he withdrew from the meeting.)

Councillor Nadeem Ahmed (Vice Chairman – in the Chair)

50. LAND AT THOMAS STREET, COLNE

The Chief Executive submitted a report following receipt of a request to purchase the freehold of the above site for car parking/storage in conjunction with the adjacent works premises. An offer of £13,500 had been received. A planning application had been submitted for the proposed development.

RESOLVED

That this item be deferred pending determination of the planning application.

REASON

To establish the future use of the site before consideration of the freehold.

Councillor P. White (Chairman – in the Chair)

51. THE SUTTON BUILDING, NETHERFIELD ROAD, NELSON

The Chief Executive submitted a report following receipt of a request to relax the restrictive covenant for the above site and edged black on the plan attached to the report. The owners had requested the covenant be relaxed to enable the sale and redevelopment of the site to proceed.

The Committee were also asked to consider if it wished to demand a premium of £50,000 for the Council's consent to relax the covenant.

RESOLVED

- (1) That the relaxation of the restrictive covenant on the Sutton Building site on Netherfield Road, Nelson be approved.
- (2) That the premium to relax the covenant be waived.

REASON

The relaxation of the restrictive covenant would allow a property which has been vacant for 2 years to be developed and would provide regeneration to an area where there are a number of vacant offices.

(Councillor P. White declared a non-pecuniary interest in the following item).

52. PETER BIRTWISTLE TRUST – LAND ACQUISITION

The Chief Executive submitted a report following receipt of a request from the Peter Birtwistle Trust to acquire two parcels of land on Keighley Road/Byron Road, Colne and land off Vivary Way, Colne. The land would be used to expand its supported housing stock (subject to planning permission).

RESOLVED

That an all-party meeting be arranged with representatives from the Peter Birtwistle Trust and relevant officers to discuss alternative development sites in Colne.

REASON

To investigate potential development sites.

53. TENDERS

The Corporate Director submitted, for information, a report on tenders which had been received and accepted.

54. MATTERS REFERRED FROM AREA COMMITTEES

- (a) Back Street Lighting in Whitefield, Nelson

At a meeting of the Nelson Committee on 2nd July, 2018 it was resolved "that £5,000 be allocated from the Committee's 2018/19 Capital programme towards the installation of 3 street lights on

Policy and Resources Committee (24.07.2018)

Buckleugh Road subject to the Policy and Resources Committee agreeing to a supplementary estimate of £12,000.”

The Committee were subsequently recommended to defer the request and it be considered further as part of the Community Infrastructure Fund which was to be submitted to the August meeting.

RESOLVED

That a supplementary estimate of £6,000 be agreed from the Budget Support Reserve 2018/19 for the installation of 3 street lights on Buckleugh Road, Nelson.

REASON

In the interests of residential safety.

Chairman _____