

**BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK**

**CABINET DECISION SHEET**

**Decision Sheet from the Meeting of the Cabinet held on  
Tuesday, 29 July 2014 at 5.30pm in the Committee Suite, King's Court,  
Chapel Street, King's Lynn**

**PRESENT:** Councillor N J Daubney (Chairman).  
Councillors A Beales, B Long,  
Mrs E Nockolds, D Pope and Mrs V M Spikings.

Apologies for absence were received from Councillors Lord Howard and  
A Lawrence.

1. **MINUTES**

**RESOLVED:** The Minutes of the Meeting held on 1 July 2014  
were approved as a correct record and signed by the Chairman.

2. **URGENT BUSINESS**

There was no urgent business.

3. **DECLARATIONS OF INTEREST**

None

4. **CHAIRMAN'S CORRESPONDENCE**

None.

5. **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

None

6. **CALLED IN MATTERS**

None

7. **FORWARD DECISIONS LIST**

The forward decision list was noted.

8. **MATTERS REFERRED TO CABINET FROM COUNCIL BODIES**

i) **Resources and Performance Panel: 22 July 2014**

The Panel made the following recommendations to Cabinet, which were dealt with when Cabinet considered the reports on the agenda:

RP33: Cabinet Report: Provision Of Legal Services

RESOLVED: That the Panel support the recommendations to Cabinet as follows:

Cabinet is recommended to:

- 1) Agree in principle that a delegation agreement is established for the provision of legal services with North Norfolk District Council.
- 2) That Council be recommended to appoint Emma Duncan as its Monitoring Officer.
- 3) That the Chief Executive, in consultation with the Leader of the Council, be given delegated authority to draft and finalise the necessary formal documentation to give effect to recommendations 1 and 2.

RP34: Cabinet Report: Nora Joint Venture: Triggerpoint For Phase 2

RESOLVED: That the Panel support the recommendations to Cabinet as follows:

- 1) To agree a trigger point of 20 sales on phase 1, at which point delegated authority is given to the Chief Executive and the Deputy Chief Executive (the JV Board Members for the Borough Council), in consultation with the Portfolio Holder for Regeneration to authorise the signing of contracts and the start of works for phase 2 subject to the business case not requiring an additional contribution for phase 2 of more than £400,000.
- 2) To fund additional contributions from a reduction in the overall land receipt.
- 3) To agree to proceed with the development in the event that the trigger point is reached with or without the County Council's continued participation.

RP35: Cabinet Report: Council Tax Discretionary Reliefs Policy

RESOLVED: That the Panel support the recommendations to Cabinet as follows:

- 1) Cabinet recommend to Council to agree to adopt the Council

Tax Support Discretionary Hardship Payment Policy, including delegating authority to Decision Makers, as shown at Section 3 of Appendix C.

2) Cabinet recommend to Council to agree to delegate authority to consider individual applications made under Section 4 to the Portfolio Holder for Resources in consultation with the relevant Ward Member(s) and Chairman of the Resources and Performance Panel.

RP36: Cabinet Report: Non Domestic Rates Discretionary Reliefs Policy

RESOLVED: That the Panel support the recommendations to Cabinet as follows:

Cabinet recommend to Council to adopt the revised non-domestic rates discretionary relief policy as shown at Appendix 2.

**ii) Regeneration, Environment and Community Panel – 23 July 2014**

The Panel made the following recommendations to Cabinet, which were dealt with when Cabinet considered the reports on the agenda:

REC35: Cabinet Report – Air Quality Action Plan

RESOLVED: That the Regeneration, Environment and Community Panel support the recommendations to Cabinet as follows:

That Cabinet note the draft Air Quality Action Plan and publish for public consultation.

REC36: Cabinet Report – Homelessness Review And Draft Homelessness Strategy

RESOLVED: That the Regeneration, Environment and Community panel support the recommendations to Cabinet as follows:

That the draft Homelessness Strategy Consultation Document 2014 to 2019 as attached at Appendix 1 is approved for public consultation.

**9. REPORTS**

1) Council Tax Discretionary Relief Policy (Page 7)	<b>RECOMMENDED:</b> 1) That the Council Tax Support Discretionary Hardship Payment policy, including delegating authority to Decision Makers, as shown at Section 3 of Appendix C of the report be approved.
---	--

	<p>2) That delegated authority be granted to the Portfolio Holder for Resources in consultation with the relevant Ward Member/s and the Chairman of the Resources and Performance Panel to consider individual applications made under Section 4.</p> <p>3) That the full Council Tax Discretionary Relief Policy, as attached at Appendix C to the report, be approved.</p> <p><b>Reason for Decision</b></p> <p>To ensure a valid Council Tax Discretionary Relief Policy is in place and agreed by Council. The addition of the “/s” is following the comment from the Panel.</p>
<p>2) Non Domestic Rates Discretionary Relief Policy (page 24)</p>	<p><b>RECOMMENDED:</b> That the revised non-domestic rates discretionary relief policy as shown at Appendix 2 to the report be adopted, subject to Deputy Chief Executive, in consultation with the Leader clarifying the wording in appropriate sections of Appendix 2, to clarify the different level of relief given to registered and non registered charities.</p> <p><b>Reason for Decision</b></p> <p>To ensure a valid non domestic rates discretionary relief policy is in place and agreed by Council. The amendment will be in order to offer clarification raised at the Panel and Cabinet meeting.</p>
<p>3) Air Quality Action Plan (page 38)</p>	<p><b>RESOLVED:</b> That the draft Air Quality Action Plan be noted and published for public consultation.</p> <p><b>Reason for Decision</b></p> <p>To allow draft Air Quality Action Plan to go out to public consultation.</p>
<p>4) Provision Of Legal Services (page 51)</p>	<p><b>RECOMMENDED:</b> 1) That a delegation agreement be established for the provision of legal services with North Norfolk District Council be agreed in</p>

	<p>principle.</p> <p>2) That Emma Duncan be appointed as the Council's Monitoring Officer.</p> <p>3) That the Chief Executive, in consultation with the Leader of the Council, be given delegated authority to draft and finalise the necessary formal documentation to give effect to recommendations 1 and 2.</p> <p><b>Reason for Decision</b></p> <p>To provide for the continued provision of resilient and quality legal services to the Borough Council.</p>
<p>5) Homeless Review and Draft Homelessness Strategy (page 55)</p>	<p><b>RESOLVED:</b> That the draft Homelessness Strategy Consultation Document 2014 to 2019 as attached at Appendix 1 to the report be approved for public consultation.</p> <p><b>Reason for Decision</b></p> <p>It is a statutory requirement for the Council to adopt a Homelessness Strategy following a review and consultation involving partners and public.</p>
<p>6) Nora Joint Venture – Phase 2 (page 73)</p>	<p><b>RECOMMENDED:</b> 1) That a trigger point of 20 sales on phase 1 be approved, at which point delegated authority be given to the Chief Executive and the Deputy Chief Executive (the JV Board Members for the Borough Council), in consultation with the Portfolio Holder for Regeneration to authorise the signing of contracts and the start of works for phase two subject to the business case not requiring an additional contribution for phase 2 of more than £400,000.</p> <p>2) That additional contributions be funded from a reduction in the overall land receipt.</p> <p>3) That the development be proceeded</p>

	<p>with in the event that the trigger point is reached with or without the County Council's continued participation.</p> <p><b>Reason for Decision</b></p> <p>To allow the development on Nar Valley Park (NORA) to continue.</p>
<p>7) Local Authority Housing Company : Board Of Directors (page 82)</p>	<p><b>RESOLVED:</b> 1) That the Portfolio Holder with responsibility for Housing plus Councillors A Beales and G Hipperson be nominated to the Local Authority Housing Company Shareholder Board.</p> <p>2) That the Chief Executive and Chief Financial Officer be appointed to the Board.</p> <p><b>Reason for Decision</b></p> <p>To ensure the governance arrangements for the Board of Directors are in place.</p>

**The Meeting closed at 6.11 pm**