

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

CABINET DECISION SHEET

Decision Sheet from the Meeting of the Cabinet held on Tuesday, 3 September 2013 at 5.30pm in The Committee Suite, King's Court, Chapel Street, King's Lynn.

PRESENT: Councillor B Long (Vice-Chairman in the Chair)
Councillors A Beales, Lord Howard, A Lawrence,
Mrs E Nockolds, D Pope and Mrs V Spikings.

An apology for absence was received from Councillor N J Daubney
(Chairman)

1. **MINUTES**

RESOLVED: The Minutes of the Meeting held on 30 July 2013 were approved as a correct record and signed by the Chairman.

2. **URGENT BUSINESS**

There was no urgent business.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

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: Audit Committee – 27 August 2013**

The Committee made the following recommendations to Cabinet, which were taken into account when Cabinet considered the report on the

agenda:

ARC41: Cabinet Report – Updated Terms Of Reference For The Audit And Risk Committee

RESOLVED: That Cabinet be informed that the Resources and Performance Panel – Audit and Risk Committee supports the recommendations as set out in the report to Cabinet.

ARC42: Cabinet Report: Business Continuity Management Policy Statement And Strategy

RESOLVED: That Cabinet be informed that the Resources and Performance Panel – Audit and Risk Committee supports the recommendations as set out in the report to Cabinet.

ii) Regeneration, Environment and Community Panel: 28 August 2013

The Panel made the following recommendations to Cabinet, which were taken into account when Cabinet considered the report on the agenda:

REC46: Cabinet Report – Ensuring Proportionate Enforcement

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

(1) That the Corporate Enforcement Policy be adopted by Cabinet and forwarded to Council for approval.

(2) Any future administrative amendments to the policy be approved by the Head of Legal Services and the appropriate portfolio holder.

REC49: Cabinet Report – Empty Property Strategy

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

Cabinet is requested to:

(1) Approve the Empty Homes Strategy and Action Plan.

(2) Delegate authority to make minor amendments to the Empty Homes Strategy and Action Plan to the Chief Executive in consultation with the Portfolio Holder with responsibility for housing.

REC50: Cabinet Report – King’s Lynn Enterprise And Innovation Centre – Ground Improvement Works

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

That Cabinet agrees to allocate £150,000 in the capital programme 2013-2014 and £100,000 in 2014-2015 for ground improvement works on the Enterprise Centre site.

9. **REPORTS**

<p>1) Empty Property Strategy and Action Plan (Page 7)</p>	<p>RECOMMENDED 1) That the updated version of the Empty Homes Strategy and Action Plan be approved subject to the following further amendments:</p> <p>Page 3, 1, 2nd para, 2nd line – change six months to twelve.</p> <p>Page 3, 1, 5th para (inserted) – delete whole para.</p> <p>Page 12, 3.3, 1st para, 2nd line insert ..after properties “causing a problem”....</p> <p>Page 14, 4.0, 1st para rewording of last sentence as follows: ...enforcement options will only be considered in cases where a property is showing clear signs of creating problems for others in the neighbourhood and then, as a last resort.</p> <p>Page 16, 4.2, 1st para, insertion of the word “continuously” in the 6th line to read “... have been continuously empty...”</p> <p>Page 17, 2nd para, 2nd line delete “6 months” and insert “12 months”.</p> <p>Page 17, delete last para starting “Empty Property Matching Service.”</p> <p>Appendix C – removal of the word “annually” in 3rd column of Raise awareness of empty homes.</p> <p>Appendix C – deletion of “6 months” and insertion of “12 months” in 2nd column of To adopt a systematic approach to</p>
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	<p>tackling empty homes.</p> <p>2) That delegated authority be given to the Chief Executive in consultation with the Portfolio Holder with responsibility for Housing to make minor amendments to the Empty Homes Strategy and Action Plan.</p> <p>Reason for Decision</p> <p>To ensure that appropriate advice, assistance and action is taken with regard to empty homes</p>
<p>2) Ensuring Proportionate Enforcement (Page 32)</p>	<p>RECOMMENDED: 1) That the Corporate Enforcement Policy be adopted.</p> <p>2) That any future administrative amendments to the policy be approved by the Legal Services Manager and the appropriate Portfolio holder.</p> <p>Reason for Decision</p> <p>To ensure that the Council is seen to be taking a sensible approach to regulation. To demonstrate that any enforcement action required is as a last resort and is applied in a fair and consistent manner to reduce the regulatory burden on businesses and individuals.</p>
<p>3) Business Continuity Management Policy Statement & Strategy (Page 51)</p>	<p>RECOMMENDED: 1) That the new version of the Business Continuity Policy Statement and Strategy be approved.</p> <p>2) That delegated authority be granted to the Deputy Chief Executive, in consultation with the Leader, as Portfolio Holder for Business Continuity, to make further minor changes if deemed necessary.</p> <p>Reason for Decision</p> <p>To ensure that the Council continues to meet the requirements placed upon it by the Civil Contingencies Act 2004 and is well placed to react in the event of a disruption or emergency.</p>

<p>4) King's Lynn Enterprise and Innovation Centre – Ground Improvement Works (Page 68)</p>	<p>RESOLVED: 1) That further advice be taken on the proposals and once received, if it re-enforces the earlier advice received, £150,000 be allocated in the capital programme 2013-2014 and £100,000 in 2014-2015 for ground improvement works on the Enterprise Centre site.</p> <p>2) That if the second opinion received differs from the original, the matter be brought back to Cabinet for consideration.</p> <p>Reason for Decision In December 2012, the Cabinet approved the delivery of an Enterprise and Innovation Centre on the Nar Ouse Regeneration Area (NORA) in King's Lynn. The Centre will offer a wide range of enterprise and business support services, which is one of the borough council's top priorities.</p> <p>The ground improvement works are engineering works critical to providing a feasible site for the construction of the Enterprise Centre. The second opinion being sought is in order to ascertain whether the proposals would resolve the issue and prevent further costs being incurred in the future.</p>
<p>5) Updated Terms of Reference for the Audit and Risk Committee (Page 74)</p>	<p>RECOMMENDED: That the revised Terms of Reference for the Audit and Risk Committee be adopted.</p> <p>Reason for Decision To enable the Audit and Risk Committee to continue to fulfil its role as required by Accounts and Audit Regulations 2011.</p>

The Meeting closed at 6.17 pm