

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

CABINET DECISION SHEET

**Decision Sheet from the Meeting of the Cabinet held on
Tuesday, 5 November 2013 at 5.30pm in the Committee Suite, King's
Court, Chapel Street, King's Lynn**

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

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

1. **MINUTES**

RESOLVED: The Minutes of the Meeting held on 1 October
2013 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**

Councillor John Loveless attended for Item 9 (6).

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: 29 October 2013**

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

RP65: Cabinet Report: Customer Information Centre (CIC) – Review Of Opening Hours

RESOLVED: (1) That the Panel support the recommendation to Cabinet as follows:

In accordance with the increasing opportunities for customers to self-serve, that Cabinet agree the proposal to reduce the CIC opening hours to 8.45 am – 5.15 pm Monday to Thursday and 8.45 am – 4.45 pm Fridays and that this change is implemented from the 1 December 2013.

(2) The CIC Manager present an update report on the review of CIC opening hours to the Panel in 6 months' time.

RP66: Cabinet Report: Cost Reduction Programme

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

Cabinet is asked to note the impact of the current cost reduction programme and to recommend to Council that further work be carried out as outlined in the report.

ii) Resources and Performance Panel – Audit Committee : 29 October 2013

The Committee made the following recommendation to Cabinet, which was dealt with when Cabinet considered the report on the agenda:

ARC64: Cabinet Report: Mid Year Review Treasury Report 2013/2014

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

Cabinet is asked to note the report and the treasury activity.

iii) Regeneration, Environment and Community Panel – 30 October 2013

None

9. REPORTS

1) Business Improvement District (Page 9)	Improvement	RECOMMENDED: That the Business Plan submitted by the BID be approved and the work required to complete the ballot and manage the billing arrangements be carried out.
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	<p>Reason for Decision To allow the BID to be implemented subject to a successful vote.</p>
2) Non Domestic Rates – Discretionary Property (page 34)	<p>RECOMMENDED: That the new discretionary power be adopted and delegated authority be given to the Revenues and Benefits Manager to award the exemption to qualifying properties, following consultation with the Leader of the Council.</p> <p>Reason for Decision To allow the extended exemption to be awarded to newly completed, empty non-domestic properties.</p>
3) Mid Year Treasury Report (Page 37)	<p>RESOLVED: That the report and the treasury activity be noted (with the amended figure in 5.3, Table 3, 2013/14 Revised Estimate Authorised Limit for external debt to £30m.)</p> <p>Reason for the Decision The Council must make a Mid Year Review of its Treasury operation, as part of the CIPFA code of Practice. The amendment is to take account of a typographical error in the report.</p>
4) Cost Reduction Programme (Page 55)	<p>RECOMMENDED: That the impact of the current cost reduction programme be noted and that further work be carried out as outlined in the report.</p> <p>Reason for Decision The Council is obliged to set a balanced budget each year as part of the setting of the Council Tax. The Cost Reduction Programme will ensure that The Council is meeting this requirement.</p>
5) Council Information Centre – Opening Hours (Page 63)	<p>RESOLVED: That in accordance with the increasing opportunities for customers to self-serve, the proposal to reduce the CIC opening hours to 8.45am-5.15pm Monday to Thursday and 8.45am-4.45pm Fridays be agreed and that the change is implemented from the 1st December 2013.</p>

	<p>Reason for Decision To enable the CIC to continue to provide a high level of service, at a reduced cost whilst encouraging customers to access services online.</p>
<p>6) Materials Contract (Page 67)</p> <p style="text-align: right;">Recycling</p>	<p>RESOLVED: That the existing contract with NEWS for the separation and onward sale of co-mingled dry recyclables is extended until 30 September 2014 when the new enhanced contract will commence.</p> <p>Reason for Decision To ensure that the separation and sale of co-mingled dry recyclables continues on the most economically advantageous terms available until the 1 October 2014 when the new enhanced contract will commence.</p>

The Meeting closed at 6.17 pm