

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

CABINET DECISION SHEET

**Decision Sheet from the Meeting of the Cabinet held on
Tuesday, 31 March 2015 at 5.30pm in the Committee Suite, King's Court,
Chapel Street, King's Lynn**

PRESENT: Councillor N J Daubney (Chairman)
Councillors A Beales, A Lawrence, B Long,
and D Pope.

Apologies for absence were received from Councillors
Lord Howard, Mrs E Nockolds and Mrs V M Spikings.

1. **MINUTES**

RESOLVED: The Minutes of the Meeting held on 3 March 2015
were approved as a correct record and signed by the Chairman.

2. **URGENT BUSINESS**

There was no urgent business.

3. **DECLARATIONS OF INTEREST**

Councillor N Daubney declared a pecuniary interest in the King's Lynn
Innovation Centre as a Director appointed by the Council.

4. **CHAIRMAN'S CORRESPONDENCE**

None.

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

Councillor A Tyler attended for the King's Lynn Consultative
Committee Item.

6. **CALLED IN MATTERS**

There were matters which had been successfully called in.

7. **FORWARD DECISIONS LIST**

The forward decision list was noted.

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

i) **King's Lynn Area Consultative Committee – 10 March 2015**

The King's Lynn Area Consultative Committee had commented on the report in the agenda regarding its future, which was included in the report.

ii) **Joint Employee Committee: 16 March 2015**

The Joint Employee Committee had considered the report on the Pay Award. The comments from Unison had been included in the report. The Joint Employee meeting had accepted the recommendations and was expanded upon with the item on the agenda.

iii) **Resources and Performance Panel: 24 March 2015**

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

RP135: Cabinet Report: Corporate Apprenticeship Scheme

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

- 1) That Cabinet supports the continuation of the Council's Apprenticeship Scheme by the employment of six new apprentices on 18 month Fixed Term Contracts which are supernumerary to the Fixed Term Establishment List.
- 2) That these posts be funded corporately and that the total cost of the apprentices be met from the budget provision included within the Financial Plan for 2015/16 and 2016/17.

RP136: Cabinet Report: Staff Pay Award

RESOLVED: The Panel supports the recommendation to Cabinet as follows:

- 1) That an annual pay award of 1% be implemented with effect from 1 April 2015.
- 2) That staff earning less than £21,500 (FTE) be awarded an additional 0.5% increase with effect from 1 April 2015.
- 3) That the authority increases its minimum wage to £7.20 per hour and adjusts the bottom point of PG13 accordingly.
- 4) That a flat rate and non-consolidated lump sum, not exceeding £250 per full-time employee (pro rata for part time), be awarded to all permanent/ fixed term employees, who were in post on 1.10.14 on a one-off basis in recognition of the Authority exceeding its budgeted savings target for 2014/15.

5) That this proposal be presented to the Board of Alive Leisure for agreement in respect of all Joint Employees.

RP138: Exempt Cabinet Report: Proposed Acquisition - Former Grain Silo Site At South Quay

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

It is recommended that Cabinet:

- 1) Note the content of this report.
- 2) Grant authority to the Council's Property Services Manager to finalise the terms for the acquisition of the site.
- 3) Authorise the Council's Legal Services provider to effect and complete all necessary legal documentation associated with the acquisition of the site.

iv) Regeneration, Environment and Community Panel: 25 March 2015

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

REC138: Cabinet Report – Nora Joint Venture

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

- 1) To authorise the signing of contracts to enable the start of works for Phase 2.
- 2) To fund additional contributions from a reduction in the overall land receipt using option 3 paragraph 3.3 of the Cabinet report.

REC139: Cabinet Report – Air Quality Action Plan

RESOLVED: 1) That the Regeneration, Environment and Community Panel support the recommendations to Cabinet as follows:

That Cabinet adopt the Air Quality Action Plan.

2) The Panel noted that several of the initiatives were already in place.

REC141: Exempt Cabinet Report – King's Lynn Innovation Centre

RECOMMENDED: That the Regeneration, Environment and Community Panel support recommendation 1 & 2, subject to the figure being amended from £420,000 to £450,000 and that recommendations 3 & 4 be amended to recommendation 3 as set out below:

1. Endorse the submission of an application for £450,000 grant funding to the Norfolk business Rate Pool to cover the build cost shortfall following submission of tenders.
2. In the event that the bid to the Norfolk Business Rates Pool is unsuccessful, the Cabinet agrees to provide a loan of £450,000 to NWES to enable them to meet the build cost shortfall.
3. That a further report be presented to Cabinet on the outcome of the method chosen for the ground improvement works.

v) **Cabinet Scrutiny Committee : 19 March 2015**

The Cabinet Scrutiny Committee made recommendations back to Cabinet on CAB159: Proposed Members ICT Solution from the Cabinet meeting on 3 March 2015 as follows:

RESOLVED: That the Committee made the following recommendations to Cabinet:

- (1) That recommendation 2) should be amended to read that 'a 3G card would be provided on request' rather than on an exceptions basis.
- (2) That the Health and Safety impact on Councillors be examined.
- (3) That the tax and benefit implications for Members on the proposals as a whole be examined.

In discussing the recommendations from the Committee, Councillor Daubney reminded Members that the decision was to provide Members with an ipad as their IT solution post-election rather than new laptops or computers. In considering the points raised by the Cabinet Scrutiny Committee, Cabinet agreed that the recommendations were acceptable and all the recommendations be accepted.

RESOLVED: That the recommendations from Cabinet Scrutiny Committee be accepted.

9.

REPORTS

<p>1) Strategic Planning Issues – Potential Duty to Co-Operate – Arrangements for Norfolk (page 9)</p>	<p>RESOLVED: 1) That the Borough Council is part of a shared non-statutory strategic framework in respect of the 'duty to co-operate'.</p> <p>2) That in principle it be agreed that Option 3 represents the most appropriate mechanism in the circumstances</p> <p>3) That an Officer Steering Group and employed project management plus limited consultancy is the most appropriate delivery model</p> <p>4) That a commitment is given to a budget of approximately £25k over two financial years.</p> <p>5) That the terms of reference for the Member Duty to Cooperate Group are agreed.</p> <p>Reason for Decision Formal cooperation on Planning Policy matters with councils in Norfolk through a non-statutory strategic framework would assist in discharging the duty to co-operate requirements as well as potentially lead to efficiency savings in commissioning a joint evidence base.</p>
<p>2) Air Quality Action Plan (page 27)</p>	<p>RESOLVED: That the Air Quality Action Plan be adopted.</p> <p>Reason for Decision To allow Air Quality Action Plan to be implemented.</p>
<p>3) Corporate Apprenticeship Scheme (page 64)</p>	<p>RESOLVED: 1) That the continuation of the Council's apprenticeship scheme by the employment of six new apprentices on 18 month Fixed Term Contracts which are supernumerary to the Fixed Term Establishment List be approved.</p> <p>2) That these posts be funded corporately and that the total cost of the</p>

	<p>apprentices be met from the budget provision included within the financial plan for 2015/16 and 2016/17.</p> <p>Reason for Decision</p> <p>To support the Council's corporate objective relating to helping people in West Norfolk to maximise their potential. This proposal will enable the Council to continue to offer employment opportunities for young people in a range of job roles. The proposal is also a clear demonstration to other local businesses for the Council's commitment to supporting young people in West Norfolk.</p>
<p>4) Review of the King's Lynn Area Consultative Committee (page 69)</p>	<p>RECOMMENDED: That the King's Lynn Area Advisory Committee continues to operate after 1st May 2015 in its current format for a period of 4 years.</p> <p>Reason for Decision</p> <p>To allow the Committee to continue to operate after 1st May 2015 in accordance with its terms of Reference.</p>
<p>5) Staff Pay Award (page 73)</p>	<p>RESOLVED: 1) That an annual pay award of 1% be implemented with effect from 1st April 2015.</p> <p>2) That staff earning less than £21,500 (FTE) be awarded an additional 0.5% increase with effect from 1st April 2015.</p> <p>3) That the authority increases its minimum wage to £7.20 per hour and adjusts the bottom point of PG13 accordingly.</p> <p>4) That a flat rate and non-consolidated lump sum, not exceeding £250 per full-time employee (pro rata for part time), be awarded to all permanent/fixed term employees, who were in post on 1.10.14 on a one-off basis in recognition of the Authority exceeding its budgeted savings target for 2014/15.</p>

	<p>5) That this proposal be presented to the Board of Alive Leisure for agreement in respect of all Joint Employees.</p> <p>Reason for Decision</p> <p>To implement an annual pay increase for employees whilst continuing to reflect the Government's policy of public sector pay restraint and the Authority's ongoing budget savings requirement. To increase the Council's minimum wage and to offer a modest additional increase to all employees on the two lowest pay grades.</p>
<p>6) NORA Joint Venture Scheme – Phase 2 (page 78)</p>	<p>RESOLVED: 1) That the signing of contracts to enable the start of works for Phase 2 be authorised.</p> <p>2) That additional contributions be funded from a reduction in the overall land receipt using option 3 paragraph 3.3 of the report.</p> <p>Reason for Decision</p> <p>To allow the development on Nar Valley Park (NORA) to continue.</p>
<p>7) Planning Scheme of Delegation – Update (page 84)</p>	<p>RECOMMENDED: 1) That the changes to the planning scheme of delegation, as set out in the report, be approved.</p> <p>2) That the Chief Executive, in consultation with the Leader be given delegated Authority to make amendments to the Scheme following any changes to officer responsibilities and to resolve any anomalies which may occur.</p> <p>Reason for Decision</p> <p>To update and refresh the scheme of delegation in the light of changes to legislative processes and policy, and due to issues around the operation of the scheme that have arisen since it was last updated. It is considered that this will allow more efficient use of both the Planning Committee's and officer's time.</p> <p>The reason for the additional recommendation is to bring into line with</p>

	the General Scheme of Delegation amendments, should there be any changes in names and titles or the like.
8) Scheme of Delegation – Update (page 95)	<p>RECOMMENDED: 1) That Council approve the amended Scheme of Delegation.</p> <p>2) That the Chief Executive, in consultation with the Leader be given delegated Authority to make amendments to the Scheme following any changes to officer responsibilities and to resolve any anomalies which may occur.</p> <p>Reason for Decision To ensure that the Delegation Scheme mirrors the decision making structure. Recommendation 2 is in order to make changes in the event officer responsibilities change.</p>

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: “That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.”

9) Asset Management Acquisition – Former Grain Silo Site, King’s Lynn (page 130)	<p>RESOLVED: 1) That the content of the report be noted.</p> <p>2) That authority be granted to the Council’s Property Services Manager to finalise the terms for the acquisition of the site; and</p> <p>3) That the Council’s Legal Services Manager be authorised to effect and complete all necessary legal documentation associated with the acquisition of the site.</p> <p>Reason for Decision The former Grain Silo site has been available for development since 2005, however the site remains undeveloped. The site is considered an important strategic site that will provide the link between the developed South Quay area</p>
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	<p>and the proposed Waterfront Regeneration Area to the south, at Boal Quay, which is owned by the Borough Council. Regenerating urban areas is identified as a priority within the Council's Corporate Business Plan, specifically to take action to improve derelict land and buildings.</p>
<p>10) King's Lynn Innovation Centre (page 137)</p>	<p>RESOLVED: 1) That the submission of an application for £450,000 grant funding to the Norfolk Business Rate Pool to cover the build cost shortfall following submission of tenders be endorsed.</p> <p>2) That in the event that the bid to the Norfolk Business Rates Pool is unsuccessful, the Cabinet agrees to provide a loan of £450,000 to NWES to enable them to meet the build cost shortfall.</p> <p>3) That a further report be presented to Cabinet on the outcome of the method chosen for the ground improvement works.</p> <p>Reason for Decision The Borough Council's Corporate Business Plan 2011-2015 identifies support for enterprise and business start-ups as a top priority. This proposal will provide the infrastructure to facilitate the development of KLIC as a hub for the provision of enterprise and business start-up support services, including information, advice, guidance, training and mentoring.</p> <p>The new business formation rate in King's Lynn and West Norfolk is very low, with the area ranking in the bottom 20% of districts nationally.</p> <p>The change in the figures from £420,000 to £450,000 is to reflect the maximum level which can be applied for. Recommendation 3 is in order that the technical information required will enable a further report to Cabinet when available.</p>

The Meeting closed at 6.38 pm