

Borough Council of
**King's Lynn &
West Norfolk**



COUNCIL MEETING

Agenda

**Thursday, 26 March 2015
at 6.30pm**

*In the
Assembly Room
Town Hall
Saturday Market Place
King's Lynn*



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Borough Council of
**King's Lynn &
West Norfolk**



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Telephone: 01553 616200
Fax: 01553 691663

18 March 2015

Dear Councillor

You are hereby summoned to attend a meeting of the **Borough Council of King's Lynn and West Norfolk** which will commence at **6.30pm** on **Thursday, 26 March 2015** in **The Assembly Room, Town Hall, Saturday Market Place, King's Lynn** to transact the business shown below.

Yours sincerely

Ray Harding
Chief Executive

BUSINESS TO BE TRANSACTED

1 PRAYERS

2 APOLOGIES

To receive apologies for absence

3 MINUTES

To confirm as a correct record the Minutes of the Meetings of the Council held on 26 February 2015 (previously circulated, pages 787-814).

4 DECLARATION OF INTEREST

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

5 MAYOR’S COMMUNICATIONS AND ANNOUNCEMENTS

To receive Mayor’s communications and announcements.

6 URGENT BUSINESS

To receive any items of business which in the opinion of the Mayor are urgent.

7 PETITIONS AND PUBLIC QUESTIONS

To receive petitions and public questions in accordance with Standing Order 9.

8 CABINET MEMBERS REPORTS

In accordance with Standing Order 11.1 to receive reports from Cabinet Members in the following order and under Standing Order 11.2 (a) Members of the Council may ask questions of the Cabinet Member on their reports and Portfolio areas:

(Councillors are reminded that this is a question and answer session not a debate.)

Culture Tourism and Marketing	- Page 6
Development	- Page 8
Housing and Community	- Page 10
ICT Leisure and Public Space	- Page 12
Regeneration and Industrial Assets	- Page 13
Special Projects	- Page 16
Deputy Leader & Environment	- Page 17
Leader	- Page 19

9 MEMBERS QUESTION TIME

In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chairman of any Council Body (except the Cabinet) on any items in the Minutes of that Council Body being presented to the Council which have been previously circulated.

10 RECOMMENDATIONS FROM COUNCIL BODIES

To consider the following recommendations to Council:

i) **Cabinet: 3 March 2015 : page 21**

CAB156: Award of The Honorary Freedom of The Borough –
Honorary Alderman Dr Paul Richards

CAB158: Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2015/2016

CAB160: Byelaws For Skin Piercing Activities

CAB161: Update To The Code Of Corporate Governance

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

To consider any recommendations arising from the above meeting which meets after the dispatch of the Council agenda.

Ray Harding
Chief Executive

CABINET MEMBERS REPORT TO COUNCIL

26 March 2015

COUNCILLOR MRS EA NOCKOLDS
CABINET MEMBER FOR CULTURE, TOURISM AND MARKETING

For the period 26 February to 13 March 2015

1 Progress on Portfolio Matters.



Art Cities & Landscape

The projectors which will be used for the 'Lynn Lumeire' Festival have been purchased and installed. During the week-end before the show all French artists visited King's Lynn and installed the information which produces the light shows. At each projector site on the information boards a QR Code reader will be displayed to allow visitors to be informed of the design and name of the artistes. Local press and radio have all given good publicity of this event including the KL Magazine. Advertising will take place at railway stations, banners and posters will be installed throughout the town. Tourism e-shots will be sent out as well as Tweets. As mentioned in my last report the event will be a front page item on the visitwestnorfolk website as well as in the 'West Norfolk Holiday Guide'. Although most of this Light Festival has been funded by the 'Arts, Cities & Landscape' EU funding without the many hours of negotiating, designing and installing of the whole project by Council staff I believe it would not be such a huge and exciting event.

Staff at the Tourist Information Centre (TIC) Customs House together with the King's Lynn Town Guides have organised a week of Maritime walks and exhibitions during English Tourism Week, March 14th- 21st. The staff put together a mini exhibition on the ground floor featuring the facsimile of the Charter of King John to the burgesses of Lynn. The Maritime Exhibition is on the 1st floor of the Customs House.

All 2015 Tourism leaflets have been designed and printed. This year only 75,000 of the WN Holiday Guide will be printed. 40,000 enquiries for these will be generated from the on-line and off-line advertising campaigns, 14,000 copies will be distributed through the national TIC network. A mobile phone app for the whole of West Norfolk is being developed for this holiday season. The aim of the App is to provide a mobile location guide to services and

facilities, such as accommodation and places to eat, throughout the destination. The content of the database is the same one which is supporting the West Norfolk website. As well as producing Mini Guides for Hunstanton and Downham Mkt. the print run of the 'Discover King's Lynn' guide has been increased to 130,000 to meet demand.

As a Council we are active partners in 'Visit Norfolk' and 'Visit N. Norfolk Coast & Countryside Ltd.' which focuses on PR and website activity to promote the whole of the Norfolk coast.

The Town Hall Project Curator has started to update the Catalogue of collections in the Town Hall at the same time of packing all items from the Regalia Rooms which will be stored at the Norfolk Records Office in Norwich. The contract for the Town Hall scheme has been offered and are due to start work after Easter taking up to 24weeks to complete.

2 Forthcoming Activities and Developments.

Entrants to GEAR 10K run are still being registered at a fast rate. The 1000th runner to be registered was given a special Tshirt and agreed to be in a promotional photograph. 12 schools have registered to enter the Mini GEAR. Bepak has offered some free places with £800 as a reward to the school with the most pupils running as per percentage of their school. Mars foods have donated gifts for the goody bags. A beginners runners course with Bepak employees which has also been promoted to other firms on the North Lynn Industrial Estate has started which is being co-ordinated by a past Olympic runner, Paul Evans.

3 Meetings Attended and Meetings Scheduled

Portfolio meetings with ;

Chris Bamfield Exe. Director Commercial Services
Tim Humphreys Tourism Manager
Dave Morton Resorts Manager
Roger Partridge GEAR Race Director

West Norfolk Tourism Forum Executive Committee

West Norfolk VCA meeting

Town Hall Project Curator Dr. A Mills

Area Museums Committee

WN Community Transport meeting

Alive Leisure Trust Board

Heritage Meeting

Hanse Festival working group

KL Festival Committee

Internal Drainage Board

Cabinet

Norfolk Community Covenant Board

CABINET MEMBERS REPORT TO COUNCIL

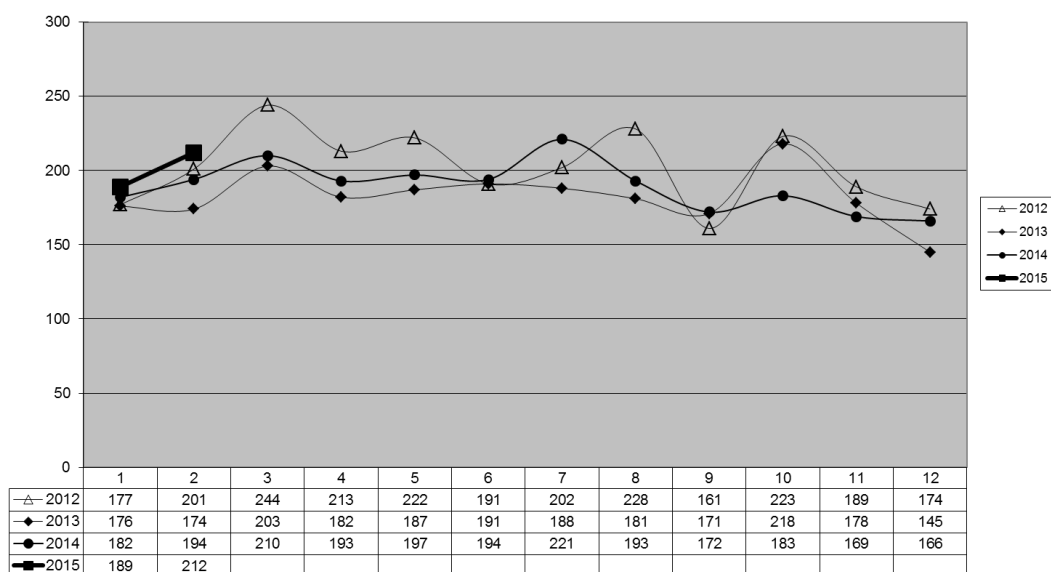
26 March 2015

COUNCILLOR MRS V SPIKINGS - CABINET MEMBER FOR DEVELOPMENT

For the period 26 February to March 2015.

1 Progress on Portfolio Matters.

Planning and discharge of condition applications received



A47

I attended a meeting on 3rd March 2015 re A47 Alliance Steering Group at King's Lynn. The meeting received a presentation from Alan Kirkdale of the Highways Agency on how we move forward with the funded schemes from the 2014 Autumn Statement. The nearest scheme to us is the A47/A141 Guyhirn Junction improvement. Future priorities were discussed. These comprised Thorney/Guyhirn to Wisbech (Walton Highway) and Tilney All Saints to East Winch. I emphasised the importance of the Hardwick Improvement scheme, identified in a recent study, in delivering the Local Plan housing allocations in North Runcton/West Winch, but also growth in housing and employment across the wider King's Lynn area. It is important to ensure that these improvements are identified in the next Road Improvement Strategy for 2020 post funding. Work will begin on the future programme in a couple of years.

I also pointed out the opportunities to seek European funding for the removal of bottlenecks on the A47 as a TEN-T Comprehensive Route, which has been highlighted in correspondence with Liz Truss, MP, Vicky Ford MEP, and the Transport Minister, Robert Goodwill.

Also on April 1st the Highways Agency will become Highways England as a Government owned company to run the national highways, with new monitoring (under the Office for Rail Regulation) and watchdog bodies (the rail/bus-based Passenger Focus becoming Transport Focus) to oversee its activities.

The next meeting of the A47 Alliance Steering Group will be held at king's Lynn in July.

LDF

The consultation on the Site Allocations and Development Management Policies Pre-Submission Document closed on Monday 23rd February 2015. At the moment Officers are busy collating the responses and loading them onto the online consultation portal. To date there has been received 1138 comments form 370 consultees. Of those approx 25 were from Parish Councils. The numbers will be increased when all matters are loaded online.

The next stage is to submit the document to the Secretary of State and it is anticipated that the Council will submit this document mid April 2015.

2 Meetings Attended and Meetings Scheduled

- Planning
- Site visits
- Mayor's Design Awards
- Cabinet
- Cabinet Sifting
- A47 Alliance
- Portfolio Briefings

CABINET MEMBERS REPORT TO COUNCIL

26 March 2015

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR HOUSING AND COMMUNITY

For the period 26 February to 17 March 2015

1 Progress on Portfolio Matters.

Home Choice

The total on the register prior to the change of policy on 1st October 2014 was 2,494 and at the end of February 2015 was 2,450 a drop of 44.

53 applicants were housed during January into housing association accommodation.

12 new applicants were not admitted to the housing register during February as they did not meet the local connection criteria and one was over the income bar.

160 new applicants were accepted onto the register during February.

Caravan Licensing

Residents of park homes, park home site owners, and anyone living in residential caravans have been invited to take part in a consultation about site licensing.

As part of the consultation process, the council organised drop-in events on 24 February 2015 for park home site license holders and park home owners to find out more about recent changes in legislation and how this may affect them. The Leasehold Advisory Service gave a presentation regarding the Mobile Homes Act 2013 which includes information about pitch fees, sales and gifts, site rules and the licensing of sites and over 50 people attended the events.

Further information about the consultation, along with all the associated documents, can be found on the council's website at www.west-norfolk.gov.uk/haveyoursay. The consultation is open until 5pm on 22 May 2015.

Once the consultation has closed, all comments will be considered in the development of the council's site licensing conditions which will need to be approved by Full Council later in 2015

Food Hygiene

95% of food businesses that fall within the rating scheme are rated 3, 4 or 5.
Number of Inspections carried out from April 2014 to date:

Category	Number of Premises Inspected
A	10
B	86
C	242
D	113
E	66
Unrated	216

2 Meetings Attended and Meetings Schedule

Cabinet
Portfolio Meeting
Cabinet Sifting
CSC
Meetings with Officers

CABINET MEMBERS REPORT TO COUNCIL

26 March 2015

COUNCILLOR DAVID POPE CABINET MEMBER FOR LEISURE AND OPERATIONAL ASSETS

For the period 1st March to 31st March 2015

1 Progress on Portfolio Matters.

1. The new changing room facilities at Kingsway have been completed and I was pleased with the facilities and the standard of workmanship during my recent visit. The previous pavilion had only two poor quality changing rooms and no facilities for officers. The new building can accommodate four teams and there are also three rooms for officers changing. The pitches at Kingsway are also looking good after a season without play and I am sure the whole site will be well received when teams return to play there later this year.
2. The Council's CCTV service has been awarded a further three years on their contract for the Queen Elizabeth Hospital.
3. Minor improvements have been agreed with Downham Market Football Club to the ground to enable them to enter the FA Vase for the 2015/16 season.

2 Meetings Attended and Meetings Scheduled

March 3 Cabinet
4 SNAP meeting – Downham Mkt
9 Cabinet sifting
Churchfield & Plawfield IDB
10 Visit to Kingsway pavilion with Chris Bamfield
13 The Willows Post Contract meeting – Downham Mkt
16 Joint Employees Committee
17 ICT meeting – Richard Godfrey
19 Cabinet Scrutiny Committee
23 Inspection South Lynn football pitch drainage
Visit to Hunstanton – Toilets & Foot golf
25 Portfolio meeting – Chris Bamfield
26 Full Council
31 Alive Management Board of Directors
Cabinet

CABINET MEMBERS REPORT TO COUNCIL

26 March 2015

COUNCILLOR ALISTAIR BEALES - CABINET MEMBER FOR REGENERATION & INDUSTRIAL ASSETS

For the period 26 February to 17 March 2015

1 Progress on Portfolio Matters.

Work continues on the bus station refurbishment and worth reminding members that the work is taking place as part of a £1.6m scheme to improve the bus station area and improve pedestrian links between the bus station and railway station. The project has been funded by £500,000 each from Tesco and Sainsbury under a Section 106 agreement, with the remainder coming from the Borough Council of King's Lynn & West Norfolk and Norfolk County Council.

From Monday, 9 March 2015, all departures and arrivals for southbound bus services to and from King's Lynn will be temporarily relocated from the bus station to Portland Street in King's Lynn to enable refurbishment work to continue in the bus station area.

Signage will be displayed at key points around the area, bus operators will have posters on board their vehicles and the council's website, operators' websites and Traveline have all been updated to show the latest information.

Progress so far has seen the toilets refurbished, the taxi rank relocated under the shelter of the Vancouver Car Park, a new northbound exit onto Railway Road created and the Information Office revamped – most noticeable from the now clean and tidy frontage. Once complete people will have access to digital visitor information and real-time travel information.

The next major phase is to install the new canopy to provide bus users with more shelter from the elements – this will require the use of a large piling rig and it was this that necessitated the moving of southbound buses. This temporary relocation will remain in place while the bus station area is resurfaced later in the project – completion estimated mid June 2015.

The housing proposed for Lynnsport has seen some essential works conducted to allow the scheme to progress should planning permission be granted. This has involved clearance of small areas of hedgerow to allow access for road spurs to proposed sites or for highways visibility and the clearance of scrub around a drainage attenuation pond. This caused some local concern but Members and the public should be reassured that the absolute minimum amount of work was undertaken to a method statement

created as part of an ecological assessment and with an ecologist present on site.

Given the public interest in this proposal I am putting together a webpage on the Borough website so that members of the public have all the available information in one place. I will advise members of progress in due course.

2 Forthcoming Activities and Developments.

A Stage 1 Heritage Lottery Fund bid has been submitted by the Borough Council to restore, refurbish and enhance key heritage assets in and around Hunstanton Green and the Esplanade Gardens and to engage people in the history, heritage and horticulture of the area.

The Stage 1 bid was submitted to the HLF Parks for People funding programme on Friday (6 March). It will be some months before the Council finds out if it has been successful as it is competing with other bids across the country.

If it is successful, the stage 1 funding of around £28,800 would be used along with £7,200 from the Borough Council to develop a full stage 2 bid. The stage 2 bid would need to be submitted in March 2016 for a decision in June 2016. The anticipated project costs for the Stage 2 bid are £656,600 from the HLF and a further £164,145 from the Borough Council.

The main elements of the bid includes:

- replacement of shelters
- replacement of play area
- improvements to the crazy golf
- improvements to the hard landscape (including footpaths)
- replacement of street furniture
- development of a town guide service
- introduction of horticultural apprenticeships
- event management training
- development of a digital archive and a smart phone app to help people learn about Hunstanton and how it has developed.

The Hunstanton Regeneration Project Team is chaired by Councillor Elizabeth Watson, and includes representatives from Hunstanton Town Council, Hunstanton Chamber of Trade and the Borough Council.

3 Meetings Attended and Meetings Scheduled

2 March – meeting on future of Bawsey lakes

3rd March – Cabinet

9 March – meeting at Kings Lynn bus station Quentin Brogdale of NCC and Richard Pengally of Norfolk Green

9 March – Cabinet sifting
9 March – Gayton PC
11 March – Leziate PC
18 March – meeting at Hunstanton Sailing Club
18 March – meeting at Princess Theatre, Hunstanton
24 March – Lynnsport Public Engagement Forum
24 March – portfolio meeting
24 March – R&P
25 March – REC
26 March – Council

CABINET MEMBERS REPORT TO COUNCIL

26 March 2015

COUNCILLOR LORD HOWARD - CABINET MEMBER FOR SPECIAL PROJECTS

For the period 26 February to 26 March 2015

1 Progress on Portfolio Matters.

I am in discussions with officer concerning the use of 3D printing. This would use important artefacts to help promote the Heritage attractions in retail areas. For example, a large scale replica of the King John Cup to promote the Stories of Lynn.
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As requested at the last Council meeting the outline of the Charnel Chapel will be picked out in the car park area this month.
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2 Meetings Attended and Meetings Scheduled

Council

CABINET MEMBERS REPORT TO COUNCIL

26 March 2015

COUNCILLOR BRIAN LONG – DEPUTY LEADER & CABINET MEMBER FOR ENVIRONMENT

For the period 26 February to 15 March 2015

1 Progress on Portfolio Matters.

Brown Bin Garden Waste Scheme

Over the weeks from 26 January to 9 March 1,338 people on the waiting lists have been contacted and offered entry to the scheme. This should now see an end to the waiting lists that were previously reported.

Recycling Rates Q3

3rd Quarter recycling rates have shown a slight drop in percentage terms, despite the tonnages being sent for recycling increasing. Residual waste is increasing despite the improved offer of what can be recycled. In addition, despite increased number of users, garden waste tonnages have been lower, possibly caused by growing conditions throughout last year.

We will be carrying out further compositional analysis on residual waste and further promoting, food waste collection, recycling scheme and garden waste collection service over the next months.

Hunstanton Flood Gates

Work is ongoing and progressing well on the installation of flood gates in Hunstanton. These will as previously reported be replacing “Stop Logs” at 17 locations along the sea wall / prom. Work is still on schedule to complete as programmed at the end of May 2015.

South Hunstanton to Wolverton Creek Flood Defences

The community interest company (CIC) that will gather local contributions to maintain flood defence and lever in national funding contributions has been formally incorporated.

This year’s works are now in progress with plant on site during March, moving material from Snettisham Scalp back onto seabanks. This year the funding has been made by a one off tri-partite agreement with £50,000 each from the Borough Council, the Norfolk County Council Community Flood fund and the Central Area Regional Flood and Coastal Committee.

In future years the scheme has been awarded 25% Grant in aid funding with 75% having to be raised by local contribution paid through the CIC.

2 Forthcoming Activities and Developments.

Recycling Reward Scheme

A bid to the Department for Communities and Local Government for funding has been successful subject to conditions and we are to be awarded £272,606 spread over this and next financial year. The bid was put together by our Policy and Performance Team under the banner of Do # Recycle Time. At the time of writing final confirmation is subject to acceptance and I should be able to update Council within the next weeks.

3 Meetings Attended and Meetings Scheduled

In addition to my usual monthly Cabinet and Portfolio Meetings I have also attended the following:

East of Ouse Nar and Polver Internal Drainage Board
Waste Advisory Group Conference
Norfolk Waste Advisory Group
Terrington SNAP

At the time of writing I also have the following scheduled
LGA Coastal Special Interest Group
Regeneration Environment & Community Panel
Kings Lynn Internal Drainage Board
Water Management Alliance

CABINET MEMBERS REPORT TO COUNCIL

26 March 2015

COUNCILLOR NICK DAUBNEY – LEADER AND CABINET MEMBER FOR RESOURCES

For the period 26 February to 26 March 2015

1 Progress on Portfolio Matters.

Budget and Accounts

Having approved the Financial Plan 2014/2018 at the last Council meeting there is nothing new to report on the budget at this meeting.

Our Financial Services team is now preparing for the closure of the 2014/2015 accounts and the external audit. Our Revenues team has recently dealt with the billing arrangements for the council tax and business rates for 2015/2016 and is also preparing for the closure of the business and personal accounts for the period ending 31 March 2015.

Benefit Fraud

On 31 March 2015 our role and responsibility for the investigation into benefit fraud will transfer to the Department of Work and Pensions (DWP). As from 1 April 2015 although the Council will continue to award and review all benefit claims, all cases of benefit fraud will be dealt with by the DWP. This changeover means that two Council officers will also transfer to DWP. I would take this opportunity to thank them for their work at the Council over the past years and wish them both well in the new job.

Our Internal Audit/Fraud team will continue to investigate any non-benefit fraud cases.

Mayor' Business Awards

This awards event was held on 6 March. Congratulations to all nine category winners. The Business of The Year Award presented by The Mayor was PCL Ceramics

2 Meetings Attended and Meetings Scheduled Meetings Attended Since Last Council Meeting.

Report Future of LEP's – Launch
Cabinet
Hunstanton Chamber of Trade
Mayor's Business Awards Event
Staff "Thank You Event"
College of West Anglia Apprenticeship awards Ceremony

Joint Employee Committee
Norfolk Chamber of Commerce

Meetings Scheduled (before Council)

Smithdon High School, Hunstanton
Kings Lynn Town Centre Partnership
Minister Brandon Lewis
Major Housing Consultative Group
Resources and Performance panel

RECOMMENDATIONS TO COUNCIL ON THE 26 MARCH 2015
FROM CABINET ON 3 MARCH 2015

CAB156: **AWARD OF THE HONORARY FREEDOM OF THE BOROUGH – HONORARY ALDERMAN DR PAUL RICHARDS**

Councillor Daubney presented a report which explained that he had written a letter of nomination as Leader of the Council and on behalf of the Conservative Group of the Borough Council of King's Lynn and West Norfolk to award the Honorary Freedom of the Borough to Honorary Alderman Dr Paul R Richards. The nomination had been supported in writing by the following:

- Sir Jeremy Bagge
- The Rotary Club of King's Lynn
- Malcolm Catlin, Marriott's Warehouse
- Councillor J M Tilbury
- James K Lee, Chartered Surveyor

Councillor Daubney drew attention to the tireless work that Dr Richards had devoted to the town of King's Lynn and the Borough, particularly in promoting the links with the Hanse League, the membership of which the town was celebrating its 10th year. He acknowledged that the honour had not been presented to an individual in many years, but felt that Dr Richards was a worthy recipient of the honour. He explained that, subject to Council agreeing to it, it was planned that a formal special meeting of Council be held prior to the 23 April 2015 Council meeting, which would be followed by a ceremony to bestow the honour.

It was noted that the Regeneration Environment and Community Panel had debated the item and supported the recommendations.

RECOMMENDED: 1) That an Extraordinary Meeting of the Council be held prior to the Council meeting on 23 April 2015 in order to approve the award of the Honorary of Freedom of the Borough Honorary Alderman Dr Paul Richards, under s249 of the Local Government Act 1972, in recognition of the eminent service that Dr Richards has given to the Borough, the promotion of its history and Hanse connections.

2) That the common seal of the Council be affixed to a certificate to be presented to Dr Richards at a formal ceremony at the Town Hall after the Council meeting on the evening of 23 April 2015.

CAB158: **TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STRATEGY 2015/2016**

Cabinet considered a report which explained that the Council was required to receive and approve a Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy which covered:

- Capital plans, including prudential indicators
- A Minimum Revenue Provision (MRP) Policy
- The Treasury Management Strategy
- An Investment Strategy

The report covered the requirements of the Local Government Act 2003, the Chartered Institute of Public Finance Accountants (CIPFA) Prudential Code, the Department of Communities and Local Government (CLG) MRP Guidance, the CIPFA Treasury Management Code and the CLG Investment Guidance.

The report looked at the period 2015/2018 which fitted with the Council's Financial Plan and capital programme. The report was based upon the Treasury officers' views on interest rates, supplemented with leading market forecasts provided by the Council's treasury advisor, Capita Asset Services, Treasury Solutions.

It was noted that the Resources and Performance Panel had debated the item and supported the recommendations.

RECOMMENDED: 1) The Treasury Management Strategy Statement 2015/2016, including treasury indicators for 2015/2018.

2) The Investment Strategy 2015/2016.

3) The Minimum Revenue Provision Policy 2015/2016.

4) Adopt the revised Treasury Management Practices (TMPs).

CAB160: **BYELAWS FOR SKIN PIERCING ACTIVITIES**

The Environmental Health Manager (Commercial) presented a report which contained a proposal to adopt new byelaws relating to skin piercing activities and the adoption of the national Tattoo Hygiene Rating Scheme. The Council had the responsibility to ensure that the skin piercing activities carried out within the Borough did not pose a public health threat.

The new byelaws would reflect the conditions set out in the Tattoo Hygiene Rating Scheme and would be voluntary for those premises carrying out skin piercing and tattoos but the premises would be rated which would indicate to customers the levels of hygiene operated.

Councillor Long commented that hopefully the rating would have a similar effect of improving the levels of hygiene as the food establishment rating system.

Councillor Daubney, in supporting the proposals commented that people undergoing these procedures should have the assurance that they would be treated in a safe environment.

It was noted that the Regeneration Environment and Community Panel had debated the item and supported the recommendations.

RECOMMENDED: 1) That the byelaws as set out in Appendix 1 to the report be approved and the affixing of the common seal to the byelaws be authorised.

2) That the Legal Services Manager be authorised to apply to the Secretary of State for confirmation of the byelaws.

CAB161: **UPDATE TO THE CODE OF CORPORATE GOVERNANCE**

Councillor Daubney presented a report which addressed the review of the Council's Code of Corporate Governance in line with an audit recommendation made in August 2014. The review had been conducted and the existing Code of Corporate Governance updated and refreshed in line with new guidance and the Council's governance framework.

RECOMMENDED: That the Code of Corporate Governance be approved.