

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

**CABINET**

**Minutes from the Meeting of the Cabinet held on  
Tuesday, 6 December 2011 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 Spikings.

Under Standing Order 34, Councillors D J Collis (items CAB113, 116, 119,  
120, 125 and 126), P Foster (items CAB120), C Joyce (item CAB116)  
and Mrs J Leamon (item CAB113 ) attended.

An apology for absence was received from Councillor Lord Howard.

CAB106: **MINUTES**

**RESOLVED:** That the Minutes of the Meeting held on 1  
November 2011 be approved as a correct record and signed by the  
Chairman subject to - CAB104 Revenues and Benefits – Shared  
Service - the date of the Cabinet meeting referred to in the minute and  
recommendation being changed from 1 to 6 December.

CAB107: **URGENT BUSINESS**

There was no urgent business.

CAB108: **DECLARATIONS OF INTEREST**

None

CAB109: **CHAIRMAN'S CORRESPONDENCE**

None

CAB110: **CALLED IN MATTERS**

None

CAB111: **FORWARD DECISIONS LIST**

The forward decision list was noted.

CAB112: **MATTERS REFERRED TO CABINET FROM COUNCIL BODIES**

i) **Resources and Performance Panel: Audit Committee : 29 November 2011**

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

**RP84: Contract for Shared Service Revenues and Benefits System with North Norfolk District Council**

RESOLVED: That Cabinet be advised that the Resources and Performance Panel supports the recommendations as set out in the report to Cabinet as follows:

Members are asked to:

1. Consider the revised financial information, agree the Baseline Budget for the Partnership and agree the viability of the Business Case for the partnership.
2. Agree the signing of the Partnership Agreement by the two Council Leaders and delegate authority to the newly formed Joint Committee to agree further amendments as the Partnership develops.
3. Agree Civica as the winning bidder for the replacement Revenues and Benefits software and give authority for the Contract to be completed.
4. Approve BCKLWN as the host authority for the ICT Infrastructure, Revenues and Benefits software and application support and the Disaster Recovery arrangements.
5. Members approve NNDC as the host for the shared Revenues and Benefits Management Team, approve the use of Secondment as the employment model for the team and delegate authority to approve the final staffing structure to the Deputy Chief Executive in consultation with the Leader and Cabinet Member for Shared Services and External Relations.
6. Delegate authority to the Deputy Chief Executive in consultation with the Leader and Cabinet Member for Shared Services and External Relations to develop Service Level Agreements for the supply of Support Services.
7. Give authority for Management Team, in consultation with the Leader and Cabinet Member for Shared Services and External

Relations, to appoint additional temporary staff and/or contractors to mitigate the risks of conversion.

**ii) Resources and Performance Panel: Audit Committee : 29 November 2011**

The Committee had made the following recommendations to Cabinet, which were dealt with when Cabinet considered the report on the agenda.

ARC79: Document Retention Policy

RESOLVED: That Cabinet be advised that the Resources and Performance Panel – Audit and Risk Committee supports the recommendation as set out in the report to Cabinet as follows:

For Cabinet to recommend that Council approve the Retention Policy.

ARC80: Update to Financial Regulations

RESOLVED: That Cabinet be advised that the Resources and Performance Panel – Audit and Risk Committee supports the recommendation as set out in the report to Cabinet as follows:

For Cabinet to recommend that Council approve the amended Financial Regulations.

**iii) Regeneration, Environment and Community Panel Meeting: 30 November 2011**

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

REC38: Housing Investment – Promoting Economic Growth in West Norfolk

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

That Cabinet:

1. Approve the first phase of the scheme to allocate £213,645 of S106 affordable housing funds to Freebridge Community Housing (FCH) for the initiative outlined in section 1 of the report, and to delegate authority to the Executive Director Environmental Health & Housing in consultation with Portfolio Holder Community to authorise payments on a scheme by scheme basis.
2. Endorse the principles of a new approach to investing in affordable housing subject to further work on examining alternative approaches to investment.

REC39: Hillington Square

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

That Cabinet:

1. Endorse and support the proposals produced by Freebridge Community Housing to regenerate the Hillington Square estate.
2. To work with Freebridge Community Housing to secure the inclusion of the comprehensive scheme for Hillington Square within the VAT shelter.
3. To reinvest the Borough Council's share of the additional VAT released directly into the Hillington Square Regeneration Scheme.

REC40: Update On Progress Concerning Nora Joint Housing Venture Following Norfolk County Council's Decision to Suspend its Contribution To The Scheme

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

That Cabinet:

1. Approves the continuation of the works described in paragraph 5.3 estimated to be £108,660.
2. Instructs officers to investigate other methods of bringing the site forward.
3. Requires a further report which updates the project plan for phase 1a together with any progress on alternative methods of bringing the site forward, before a contract is let to build the first 19 housing units.

REC42: Local Authority Leisure Company

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

That Cabinet:

1. Endorse the Objectives set out in Section 1.
2. Endorse the model described in Section 2.1.2 incorporating the creation of an independent charitable Trust and a Local Authority Company.
3. To receive a further report upon the final completion of the feasibility work to include the following:
  - Outline business case
  - More detailed examination of the model proposed
  - Project implementation timetable/plan

4. In light of the need to make early progress on the project to agree to waive Contract Standing Order 8.7 with respect to the procurement of consultancy support.
5. To authorise the Chief Executive in consultation with the Council Leader to set up the Trust.
6. To approve the budget provision as set out in 4.2 of the report.

Exempt Report

REC44: St James Swimming and Fitness Centre

RESOLVED: That Cabinet be informed that the Regeneration, Environment and Community Panel support the recommendations to Cabinet as set out in the report.

CAB113: **HOUSING INVESTMENT - PROMOTING ECONOMIC GROWTH IN WEST NORFOLK**

Councillor Long presented a report which dealt with two separate proposals relating to housing investment. The report covered proposals to adopt a new approach to investing in affordable housing and would unlock the potential to develop a number of sites ultimately delivering some 40 new homes, and a specific proposal with Freebridge Community Housing (FCH) to utilise S106 affordable housing funds.

Under Standing Order 34, Councillor D J Collis asked if there was a criteria for the allocation of the section 106 funding, and whether there would be any money left in that budget once the proposals set out in the report were carried out. The Strategic Housing and Community Safety Manager confirmed that funds remained to be committed to future schemes and also explained that the established criteria would be used – for example if the development was in the right place, value for money, building costs etc. He had not sent the detailed proposals so wasn't able to release details at this stage as consultations were still taking place.

Councillor Beales, in supporting the recommendations commented that the proposals followed the principle that rather than financing the whole project, this was the seed money for the project. He questioned whether there was the ability to also look into other methods of delivery, to which this was confirmed.

Under Standing Order 34, Councillor Mrs J Leamon asked whether consideration was given to the elderly being able to purchase affordable housing. Councillor Long explained that the allocation of affordable housing was done on a needs basis using the waiting list for social housing. He reminded Cabinet of the fact that new builds now incorporated disability access arrangements.

It was noted that at its meeting on 30 November 2011, the Regeneration, Environment and Community Panel had supported the recommendations set out in the report.

**RECOMMENDED:** 1) That the first phase of the scheme to allocate £213,645 of S106 affordable housing funds to Freebridge Community Housing (FCH) for the initiative outlined in section 1 of the report, be approved and delegated authority be granted to Executive Director Environmental Health & Housing in consultation with Portfolio Holder Community to authorise payments on a scheme by scheme basis.

2) That the principles of a new approach to investing in affordable housing subject to further work on examining alternative approaches to investment be endorsed.

CAB114: **HILLINGTON SQUARE**

The Chief Executive presented a report which set out a request from Freebridge Community Housing Association (FCH) for the Council to formally approve the inclusion within the VAT shelter (established at the time of the housing stock transfer) of the comprehensive enhancement scheme which had been developed for Hillington Square. The Council was also requested to agree that the Borough Council's share arising from the extension of the scheme be directly reinvested into the enhancement scheme itself. The report explained the nature and benefits of the proposed scheme which would improve, not only the way of life for the residents of Hillington Square, but also improve the surrounding area. It provided some background on the operation of the VAT shelter, and examined the financial implications for the Borough Council arising from a decision to respond in the affirmative to FCH's proposal. He explained that without the support from the Borough for this proposal, the scheme could not progress.

The Chairman in supporting the recommendations commented that the scheme would improve the way of life for all living there and those around.

Councillor Beales in supporting the proposals for the same reasons, also referred to the inward investment for King's Lynn and the benefits for local contractors. He also asked whether HMRC had agreed with FCH, D Gagen informed Members that due to the way the housing transfer document had been written, the VAT advisors had indicated that this would be acceptable. Councillor Beales also asked how the shortfall was being found by Freebridge. The Deputy Chief Executive explained that they were investing an element of the funding to bring a return and were also reliant on the sale of properties.

Councillor Long, from a housing point of view commended the scheme as it would enhance the lives of the tenants, and have an effect on crime levels and the fear of crime.

Councillor Pope asked what the situation was for owner occupiers on the estate. The Deputy Chief Executive explained that they would be subject to a service charge.

It was noted that at its meeting on 30 November 2011, the Regeneration, Environment and Community Panel had supported the recommendations set out in the report.

**RESOLVED:** 1) That the proposals produced by Freebridge Community Housing to regenerate the Hillington Square estate be endorsed and supported.

2) That the Council work with Freebridge Community Housing to secure the inclusion of the comprehensive scheme for Hillington Square within the VAT shelter.

3) That the Borough Council's share of the additional VAT released be re-invested directly into the Hillington Square Regeneration Scheme.

**CAB115: UPDATE ON THE PROGRESS OF THE NORA HOUSING JOINT VENTURE FOLLOWING NORFOLK COUNTY COUNCIL'S DECISION TO SUSPEND ITS CONTRIBUTION TO THE SCHEME**

Cabinet considered a report which informed Members of the current position of Norfolk County Council (NCC) funding for the project and sought permission to complete the works outlined in paragraph 3.1 and 3.2 of the report. The works would bring the site to a position where fixed contract prices could be sought and the site be fully developed.

Councillor Beales in proposing the recommendations stated that there was a good working relationship with NPS which would continue, the figures quoted in the report were to bring the whole site to a developable position.

Councillor Daubney concurred with the view of the good working relationship with NPS, and explained the surprise when the funding was suspended, particularly as it seemed that only King's Lynn had been targeted in this way. It was important to progress this site because of the housing needs in the area. Councillor Beales reminded Cabinet that once the County Council had completed their funding review they could still come on board with the scheme.

In response to a question regarding the apportionment of any profits from the completed scheme, it was confirmed that they had to be spent in West Norfolk.

It was noted that at its meeting on 30 November 2011, the Regeneration, Environment and Community Panel had supported the recommendations set out in the report.

**RESOLVED:** 1) That the continuation of the works described in paragraph 5.3 of the report estimated to be £108,660 be approved.  
 2) That officers be instructed to investigate other methods of bringing the site forward.  
 3) That a further report be brought to update the project plan for phase 1a together with any progress on alternative methods of bringing the site forward, before a contract is let to build the first 19 housing units.

CAB116: **REVENUES AND BENEFITS SHARED SERVICE**

Councillor Nockolds resented a report which updated Members on progress to date with the Revenues and Benefits Partnership between the Borough Council of King's Lynn and West Norfolk (BCKLWN) and North Norfolk District Council (NNDC) and made a number of key interdependent recommendations to allow the Partnership to move into implementation stage.

The original Business Case had been reviewed following the ICT Procurement exercise, work on the ICT Infrastructure project and a revision of employee, supplies and services budgets.

The total estimated savings over the five year period to 2016/2017 to the Partnership (including capital investment) were £460,622

Under Standing Order 34, Councillor D J Collis commented that the proposal was common sense. Also, following on from the debate at the Resources and Performance Panel he believed audit reports would be exchanged, he asked if any progress had been made on this. The Deputy Chief Executive confirmed that copies of the audits were awaited, although he was not aware of any adverse audits or grant claims comments. He confirmed that as soon as he had received and read them he would inform members.

Under Standing Order 34, Councillor C Joyce commented that whilst he was not against a Partnership, there needed to be detailed scrutiny within the partnership as in the private sector. He drew attention to a particular case he was familiar with in North Norfolk where the security of data had been breached in letters being sent to the wrong address, the arrangement of payments to the landlord was not in accordance with the agreement, long periods of time elapsed before a response to a letter. He commented that it may be an isolated case, but it could also be systematic. He felt that a detailed audit should be carried out before entering the Partnership. In response, the Chief Executive acknowledged prior notification of the comment and informed Cabinet that this case was now sorted and an investigation being carried out by



North Norfolk's Deputy Chief Executive who was satisfied that it was an isolated case.

Councillor Beales acknowledged the substantial savings which could be made, with the greatest risk being the DWP subsidy. He was reassured that there was sufficient mitigation in place. He drew attention to the fact that North Norfolk would carry 50% of the risk and the fact that the projected savings could be made in 5 years whilst the Universal Credit came into force in 6 years.

It was commented that much work had been done to mitigate the risks, and many vigorous exchanges had been held with North Norfolk, and both sides would take responsibility for the Partnership.

The Chief Executive commended the work carried out by the Revenues and Benefits Manager and the Customer Information Centre Manager on the project and in particular in ensuring the risks were pointed out and much work put into working through them.

The Chairman, on behalf of the Cabinet re-iterated those thanks to the officers involved, particularly in responding to questions he had raised. He felt the proposal would set an ethos of co-operation to build on in the future.

It was noted that at its meeting on 29 November 2011, the Resources and Performance Panel had supported the recommendations set out in the report.

- RESOLVED:**
- 1) That the Baseline Budget for the Partnership and the viability of the Business Case for the partnership be approved.
  - 2) That the signing of the Partnership Agreement by the two Council Leaders be approved and authority be delegated to the newly formed Joint Committee to agree further amendments as the Partnership develops
  - 3) That Civica be approved as the winning bidder for the replacement Revenues and Benefits software and authority be given for the Contract to be completed
  - 4) That BCKLWN be approved as the host authority for the ICT Infrastructure, Revenues and Benefits software and application support and the Disaster Recovery arrangements.
  - 5) That NNDC be approved as the host for the shared Revenues and Benefits Management Team, and the use of secondments be approved as the employment model for the team, and authority be delegated to approve the final staffing structure to the Deputy Chief Executive in consultation with the Leader and Cabinet Member for Shared Services and External Relations.
  - 6) That delegated authority be given to the Deputy Chief Executive in consultation with the Leader and Cabinet Member for Shared Services and External Relations to develop Service Level Agreements for the supply of Support Services

7) That authority be granted for Management Team, in consultation with the Leader and Cabinet Member for Shared Services and External Relations, to appoint additional temporary staff and/or contractors to mitigate the risks of conversion.

**CAB117: LOCAL AUTHORITY LEISURE COMPANY / TRUST**

Cabinet considered a report which provided members with a progress report on the feasibility work which had been undertaken to examine ways of reducing the cost to the Council of the delivery of its' cultural services, without compromising the quality or range of service offered to the public. The feasibility work had focused upon the development of a linked Local Authority Company / Independent Trust model which was designed to best meet the Council's objectives. The report outlined the considerable positive progress made to date and the need for approval from members of the model, before progressing to the production of a detailed business case and implementation plan.

The Chief Executive drew attention to a slightly amended set of recommendations for the report which had also been considered when the Regeneration Environment and Community Panel considered the report and had supported them. He commented that the approach was ground breaking and followed on from discussions with Improvement East around the potential for setting up a hybrid model with the Local Authority setting up a Trust which they had indicated that it would be possible. The proposal if enacted quickly could potentially make savings of up to £300,000 in business rates matched with savings on VAT expenditure. He explained that he would bring back a report to Cabinet setting out: Outline business case, more detailed examination of the model proposed, project implementation timetable / Plan. He commented that although not expensive to set up, it was time consuming to set up a Trust. He undertook to ensure Cabinet Members were fully briefed on the progress of the project.

Councillor Beales in supporting the proposals referred to the useful debate at the Panel about building repair activities being retained by the Council, and also the VAT arrangements. D Gagen explained that the Trust would not be VAT efficient so it was sensible to retain those elements so the Council could recover them.

It was noted that at its meeting on 30 November 2011, the Regeneration, Environment and Community Panel had supported the recommendations set out in the report.

**RECOMMENDED:** 1) That the Objectives set out in Section 1 of the report be endorsed.  
2) That the model described in Section 2.1.2 incorporating the creation of an independent charitable Trust and a Local Authority Company be endorsed.

- 3) That a further report be presented upon the final completion of feasibility work to include the following:
  - Outline business case
  - More detailed examination of the model proposed
  - Project implementation timetable / Plan
- 4) That in light of the need to make early progress on the project to agree to waive Contract Standing Order 8.7 with respect to the procurement of consultancy support.
- 5) That the Chief Executive be authorised in consultation with the Council Leader to set up the Trust.
- 6) That the budget provision as set out in 4.2 of the report be approved.

**CAB118: NOTICE OF MOTION 5/11 – SECOND HOMES COUNCIL TAX**

Cabinet was reminded that at the 27 October 2011 Council meeting Councillor J Collop placed a Notice of Motion seeking support to call on the Government to raise the Council Tax on second homes to 100%. Since the meeting the Government had issued a consultation document that included allowing Councils the power to levy a full Council Tax on second homes.

The consultation ended on 29 December 2011. The proposal was to give delegated authority to the Deputy Chief Executive in consultation with the Leader of the Council to approve the response to the document to be sent by that date. The document and response would then be submitted to the Resources and Performance Panel on 4 January 2012. Any additional comments received from the Panel would be sent to Government as an addition to the Council's initial response.

**RESOLVED:** That delegated authority be granted to the Deputy Chief Executive in consultation with the Leader of the Council to approve the response to the document to be sent by the due date.

**CAB119: PROCUREMENT TIMETABLE FOR BLACK BIN RECYCLING PROJECT**

Councillor Long reminded Cabinet that on the 4<sup>th</sup> October 2011, Cabinet authorised officers to commence a procurement exercise for the recycling of 'Black Bin Waste'. The report updated Members on the proposed timetable for the project and indicated how Members might wish to contribute to the process. D Gagen reported that there had been 12 expressions of interest to the advert placed.

Under Standing Order 34, Councillor D J Collis asked how much interest had been received from other organisations wishing to participate in the contract. Councillor Long explained that other Councils were looking to see what technology was forthcoming. He commented that there had been great skepticism in some quarters

about recycling black bin waste, whereas with the new technology available, what had previously been a nuisance to be disposed of, was now an asset.

**RESOLVED:** That the proposed timetable be approved.

CAB120: **SOUTH LYNN COMMUNITY TRUST AND APPOINTMENT OF BOROUGH COUNCIL REPRESENTATIVE**

Councillor Pope presented a report which reminded Cabinet that Community stewardship was a model envisaged for the Nar Ouse Regeneration Area's Millennium Community as a mechanism to empower residents to take responsibility for running and maintaining their local environment and influencing local facilities. In line with this vision the report proposed the establishment of the South Lynn Community Trust to be responsible for management of community facilities on NORA, in the first instance this will be the new South Lynn Community Centre. The report also requested the appointment of a Cabinet Member to the South Lynn Community Trust Board of Directors, as one of the four stakeholder members of the Trust. Councillor Pope explained that the Centre should be self financing within a limited period of time, but any future costs would be charged to special expenses.

Under Standing Order 34, Councillor D J Collis address the Cabinet and asked if Cabinet would encourage participation by local member/s, to which Councillor Pope confirmed he would.

Under Standing Order 34, Councillor P Foster asked how the retail element of the centre would fit in with its charitable trust status. In response it was stated that as long as a charity utilised the money made from the retail element within the trust it was entirely proper.

Councillor Mrs E Nockolds confirmed that in her view the community centre was good for the community, and acknowledged that the WNVCA had previously supported such groups.

**RESOLVED:** 1) That Borough Council officers facilitate the establishment of the South Lynn Community Trust.  
2) That the Cabinet Member for Leisure and Operational Assets be appointed to the Trust as one of four 'stakeholder' directors on the Board.

CAB121: **DOCUMENT RETENTION POLICY**

The Deputy Chief Executive presented a report which set out the background for the need to change the current policy for the retention of documents and records of the Council. He commented that the debate at the Resources and Performance Panel had included the question of why all documents were not kept for the same period of time, to which he explained that there was a set of requirements for

individual documents most of which were set by legislation. However the scanning of documents was now moving through the organisation in order to limit the hard copy storage.

It was noted that at its meeting on 29 November 2011, the Resources and Performance Panel - Audit Committee had supported the recommendations set out in the report.

**RECOMMENDED:** That Council approve the Retention Policy

CAB122: **REVIEW AND UPDATE OF FINANCIAL REGULATIONS**

The Chairman introduced the report which presented proposed amendments to the Financial Regulations to reflect recent changes in the Management Team. He drew attention to some minor typographical amendments which Councillor Foster had passed on which would be amended in the final document.

Councillor Beales asked for clarification on section 1.5 of the regulation which on the face of it appeared that no Member approval was required for decisions. The Deputy Chief Executive clarified that all decisions outside of policy or budget had to be taken by Members. Those minor amendments made within those parameters by officers were reported in the budget monitoring report to ensure Members were aware of changes.

Taking into account the need to make minor amendments it was agreed to delegate to the Chief Executive authority to make such amendments. It was also agreed that Members should be kept up to speed with such changes.

It was noted that at its meeting on 29 November 2011, the Resources and Performance Panel - Audit Committee had supported the recommendations set out in the report.

**RECOMMENDED:** 1) That Council approve the amended Financial Regulations with the minor typographical amendments raised by Councillor Foster.

2) That the Chief Executive, in consultation with the Leader be given delegated Authority to make minor amendments to the Scheme to resolve any anomalies or typographical errors which may occur.

CAB123: **SCHEME OF DELEGATION – UPDATE**

The Chairman presented a report which recommended an updated scheme of delegation for approval. The Scheme had been amended to take account of the changes in the Cabinet area of responsibility for tourism related matters.

- RECOMMENDED:** 1) That Council approve the amended Scheme of Delegation
- 2) That the Chief Executive, in consultation with the Leader be given delegated Authority to make minor amendments to the Scheme to resolve any anomalies which may occur.

CAB124: **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.

CAB125: **ST JAMES' SWIMMING AND FITNESS CENTRE**

The report detailed work required at St James' Swimming & Fitness Centre. To carry out the work the pool would need to be closed for a period of four weeks.

Under Standing Order 34, Councillor D J Collis addressed the Cabinet on the item, and asked if a third estimate had been received for the work, and as the leisure rates refund would finance the works, what was not now taking place because of it.

The Deputy Chief Executive explained that the original round of reviews had involved appealing the business rates levels for leisure properties, and this was to be used for the works to St James'. No specific project had been allocated for the rebate money to date as the capital programme for the coming year had not yet been set. It was also noted that the third quotation was still awaited.

It was noted that at its meeting on 30 November 2011, the Regeneration, Environment and Community Panel had supported the recommendations set out in the report.

**RESOLVED:** That the work required at St James' as detailed in the report and the budget provision of £140,000 be approved.

CAB126: **FREEHOLD DISPOSAL OF DEVELOPMENT SITE - PART BAKER LANE CAR PARK, KINGS LYNN**

Councillor Beales reminded Cabinet that the Baker Lane car park was owned by the Council and the site managed as a surface pay and display car park. In consultation with the Executive Director for Leisure and Public Space, the Property Services Manager had identified the potential of the development of a section of the car park for a mixed

commercial and residential use. Planning permission had been obtained and the development opportunity was to be marketed. In proposing the recommendations he drew attention to the improvement to the site.

Under Standing Order 34, Councillor D J Collis commended the design and proposals, and asked if the current climate was the right time to dispose of the site. Councillor Beales commented that the proposals for the site would enhance the area and bring inward investment in the form of construction on the site. He reminded Members that the disposal would require consultation with him as Cabinet Member.

**RESOLVED:** 1) That delegated authority be given to the Property Services Manager in consultation with the Cabinet Member for Regeneration and Commercial Services to finalise the terms of the proposed disposals set out within this report.

2) That authority be granted to the Legal Services Manager to progress the necessary transfer, or any other associated, documentation through to completion.

**The Meeting closed at 7.17 pm**