

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



CABINET

Agenda

**TUESDAY, 7 FEBRUARY 2012
at 5.30pm**

in

**Committee Suite
King's Court
Chapel Street
King's Lynn**



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



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200
Fax: 01553 691663

CABINET AGENDA

DATE: CABINET – TUESDAY, 7 FEBRUARY 2012

VENUE: COMMITTEE SUITE, KING'S COURT, CHAPEL STREET, KING'S LYNN

TIME: 5.30 pm

1. MINUTES

To approve the Minutes of the Meeting held on 10 January 2012.

2. APOLOGIES

To receive apologies for absence.

3. URGENT BUSINESS

To consider any business, which by reason of special circumstances, the Chairman proposes to accept, under Section 100(b)(4)(b) of the Local Government Act 1972.

4. DECLARATION OF INTEREST

Please indicate whether the interest is a personal one only or one which is also prejudicial. A declaration of an interest should indicate the nature of the interest and the agenda item to which it relates. In the case of a personal interest, the member may speak and vote on the matter. If a prejudicial interest is declared, the member should withdraw from the room whilst the matter is discussed.

These declarations apply to all those members present, whether the member is part of the meeting, attending to speak as a local member on an item or simply observing the meeting from the public seating area.

5. CHAIRMAN'S CORRESPONDENCE

To receive any Chairman's correspondence.

6. MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

To note the names of any Councillors who wish to address the meeting under Standing Order 34.

7. CALLED IN MATTERS

To report on any Cabinet decisions called in.

8. FORWARD DECISIONS LIST

A copy of the Forward Decisions List is attached (Page 6)

9. MATTERS REFERRED TO CABINET FROM OTHER COUNCIL BODIES

To receive any comments and recommendations from other Council bodies some of which meet after the dispatch of this agenda. Copies of any comments made will be circulated as soon as they are available.

- Resources and Performance Panel and Audit Committee – 31 January 2012
- Regeneration, Environment & Community Panel – 1 February 2012

10. REPORTS

1) Report of the Independent Panel for Members Allowances 2012/13 (Page 8)

This item introduces the report of the Independent Members Allowances Panel for the 2012/2013 financial year and invites the Cabinet to consider the content and recommendations and then make formal recommendations to Council accordingly.

2) **Financial Plan 2011-2015** (Enclosed as a separate booklet)

On an annual basis as part of the Council Tax setting process the Council updates its longer term financial plan to take into account any changes in grant settlements, inflation on service costs and revised priorities of the Administration.

3) **Capital Programme 2011-2015** (Page 37)

The report:

- revises the 2011/2012 projections for spending on the capital programme
- sets out an estimate of capital resources that will be available for 2011-2015
- details new capital bids that are recommended to be included in the capital programme for the period 2012-2015
- outlines provisional figures for capital expenditure for the 10 year period to 2021/2022

4) **Notices of Motion 4/11- Councillor Mack and 9/11 Councillor Collis: Parishing of King's Lynn** (page 74)

This report considers and makes recommendations to Cabinet concerning the Notice of Motion 4/11 submitted by Councillor Ian Mack to Council on 29 September 2011 and Notice of Motion 9/11 submitted by Cllr David Collis on 27 October 2011. Both resolutions related to representations in the non-parished areas of the Borough, and the perceived need to address the consequent lack of representation at the First Tier Level of Local Government.

5) **Appointment of Representative to the Conservancy Board** (Page 78)

The report seeks the nomination of a representative to serve on the King's Lynn Conservancy Board from 1st February 2012 to the 31st January 2015.

To: Members of the Cabinet
Councillors N J Daubney (Chairman), A Beales, Lord Howard, B Long, Mrs E A Nockolds, D Pope and Mrs V Spikings.

Cabinet Scrutiny Committee

For further information, please contact:

Samantha Winter

Democratic Services Manager,

Borough Council of King's Lynn & West Norfolk

King's Court, Chapel Street,

King's Lynn PE30 1EX

Telephone: (01553) 616327 Email: sam.winter@west-norfolk.gov.uk

FORWARD DECISIONS LIST

7 February 2012

	Officer	Portfolio Responsible
Report of the Independent Panel for Members Allowances	Dep Chief Executive	Leader
Financial Plan 2011 – 2015	Dep Chief Exec	Leader
Capital Programme 2011 – 2015	Dep Chief Exec	Leader
NoM 4/11: Cllr Mack : Localism Bill & NoM 9/11: Cllr Collis – Parishing of King's Lynn	Chief Executive	Leader
Representative Appointment on Conservancy Board	Chief Executive	Leader

6 March 2012

Pay Policy Statement 2012/13	Exec Dir Central Services	Leader
Section 106 funding	Exec Dir Development and Regeneration	Development
Major Housing Development – King's Lynn	Exec Dir Regen and Planning	Regeneration and Commercial Services
Local Authority Leisure Trust – Project Plan and Follow Up report	Chief Executive	Leader/Leisure and Operational Assets
Careline Alarm Monitoring Contract	Exec Dir Environmental Health & Housing	Deputy Leader
NoM 8/11: Cllr Tilbury : Development of employment opportunities in villages	Exec Dir Development & Regeneration	Regeneration and Commercial Services
Local Authority Mortgage Scheme and Nora	Exec Dir Environmental Health & Housing	Deputy Leader/Regeneration and Commercial Services
Nora Housing – Joint Venture	Exec Dir Development & Regeneration	Regeneration and Commercial Services
Recycling Facility	Exec Dir Leisure and Public Space	Deputy Leader
Review of trial period for pre-application charges	Exec Dir Development & Regeneration	Development
Revenues & Benefits Shared Services – Joint Committee Nominations	Dep Chief Exec	Leader

3 April 2012

Enterprise Centre	Exec Dir Development & Regeneration	Regeneration and Commercial Services
Grounds Maintenance Nursery facilities and Planting Policy	Exec Dir Leisure and Public Space	Shared Services & External Relations

1 May 2012

6 June 2012

19 June 2012

Accounts 2011/2012	Deputy Chief Executive	Chief	Leader
Capital Programme 2011/2012	Deputy Chief Executive	Chief	Leader

3 July 2012

Forthcoming Items, as yet unprogrammed

Local Council Tax Support Scheme	Deputy Chief Executive	Chief	Leader
Capital Programme 2012/2022 Review	Deputy Chief Executive	Chief	Leader
Hunstanton – Proposed Land Disposal	Dep Executive	Chief	Regeneration and Commercial Services
Planning Fees	Exec Regeneration & Development	Dir	Development
Community Governance Review	Chief Executive		Leader
Revised KLATS & KL Car Parking Strategy	Exec Regeneration & Development	Dir	Regeneration / Shared Services
Community Cohesion Strategy	Chief Executive		Community
Town Centre Plan	Exec Regeneration & Development	Dir	Regeneration
Lynnsport Skate Park	Exec Leisure and Public Space	Dir and	Leader/Leisure and Operational Assets
Care and Repair Framework Agreement	Exec Environmental Health & Housing	Dir &	Deputy Leader

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Mandatory	(a) Be entirely within Cabinet's powers to decide NO (b) Need to be recommendations to Council YES (c) Be partly for recommendations to Council NO and partly within Cabinets powers –		
Lead Member: Cllr N Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officers: Dave Thomason and Sam Winter E-mail: david.thomason and sam.winter@west-norfolk.gov.uk Direct Dial: 01553 616246 and 616327		Other Officers consulted:		
Financial Implications YES	Policy/Personnel Implications YES	Statutory Implications YES	Equality Impact Assessment required NO	Risk Management Implications NO

Date of meeting: 7 February 2012

1 REPORT OF THE INDEPENDENT MEMBERS ALLOWANCES PANEL FOR 2012/13

Summary

This item introduces the report of the Independent Members Allowances Panel for the 2012/2013 financial year and invites the Cabinet to consider the content and recommendations and then make formal recommendations to Council accordingly.

As in their previous review, the Panel has re-iterated its views originally made in 2008/09 and continues to recommend that those levels should be taken into account for each element of the current scheme and used as the baseline for any increase for the current year. In 2010/11 the Panel proposed an increase in allowances of 1.1%. In 2010/11 Council did not implement the 2008/09 recommendations, but did implement the 1.1% increase. No increase in allowances was made last year. In respect of the year 2012/2013 the Panel whilst still recommending their overall level of increase made in years 2008/09 and 2010/11, did not recommend any further increase on those figures.

Also attached is a revised Allowances Scheme for 2012/2013 for adoption by Council.

Recommendation

- 1) The Cabinet is invited to comment on the recommendations of the Panel and make onward recommendations to Council in order to set the 2012/13 levels of remuneration for Councillors with effect from 11 May 2012.
- 2) That the Cabinet recommend to Council the updated Scheme of Allowances 2012/13.

Reason for Decision

To comply with the requirements of The Local Authorities (Member's Allowances) (England) Regulations 2003 and set the allowances for 2012/13

1 THE INDEPENDENT PANEL

All local authorities must have regard to the recommendations of their Independent Panel before making decisions on the Member's Allowances Scheme. The Council may not introduce pensions for Councillors if the Independent Panel does not recommend it.

The Independent Panel for the current year is made up of the following members:

- David Dixon, Media Representative
- Heather Farley, Voluntary and Community Sector Representative
- Paul Kunes, Chamber and Business Representative
- Mike Press, Community Representative

2 2012/13 REVIEW SUMMARY

The Panel gave consideration to all of the existing positions and continued to recommend that a Special Responsibility Allowance should be awarded to members of the Planning Committee whilst it has its current workload.

The Panel was also asked to give consideration to a position of Assistant to the Leader, a Member position without delegated powers, but assisting the Leader with day to day business. The Panel has made a recommendation for an allowance for such a position but as this is a new position it is felt that the level allocated to this should be reviewed in 12 months time.

The Panel was also conscious of the forthcoming demise of the Standards Committee in its current form with the onset of the Localism Act but only able to make a recommendation on the current arrangements.

As in their previous review, the Panel has re-iterated its views originally made in 2008/09 and continues to recommend that the proposed level of allowances from that review should be taken into account for each element of the current scheme. In 2010/11 the Panel proposed an increase in allowances for 2010/2011 of 1.1%. In 2010/11 Council did not implement the 2008/09 recommendations, but did implement the 1.1% increase. No increase was made in allowances in 2011/12. The Panel whilst still recommending their overall level of allowances proposed in previous years did not recommend any further increase on those figures.

The full report of the Panel including its considerations and recommendations are set out in the attached Appendix. The Cabinet is invited to comment on those recommendations in order that they may be submitted to the Council for consideration.

It is anticipated that a member of the Independent Panel will attend the Cabinet Meeting to present the report and respond to any questions from the Cabinet.

2 MEMBERS ALLOWANCES SCHEME

The Council operates a Members Allowances Scheme which is updated each time to include the new levels and tax/NI implications for the current year. There are no other changes made to the scheme

3 FINANCIAL IMPLICATIONS

The table below shows the costs of the Panel’s proposals compared to the 2012/13 budget provision.

	Draft Budget 2012/13 £	Panel Proposals 2012/13 £
Basic Allowances	322,800	327,980
Special Responsibility Allowances	90,250	93,320
Mayoral Allowance	5,900	6,040
Deputy Mayor Allowance	2,070	2,110
Total	421,020	429,450

If the Council approves the recommended increase in basic allowances, the addition of a special responsibility allowance to members of the Planning Committee (Costs £8,320) (no provision is made for Planning Committee Chairman due to the holding of a Cabinet position) and agrees to the increase in allowances to the Standards Board Chairman, Vice Chairman and co-optees, the budget for allowances will be exceeded by £8,430.

4 STATUTORY CONSIDERATIONS

It is a statutory requirement for the Council to taken into account the comments and recommendations of the Independent Panel prior to setting its Allowances levels for the year. The Council cannot however allow its members entry to the Local Government Pension Scheme without the agreement of the Independent Panel.

5 BACKGROUND PAPERS

Previous reports
Councillors Commission : Members Remuneration – Declan Hall

MEMBERS' ALLOWANCES

2012/13

REPORT OF THE INDEPENDENT PANEL

DAVID DIXON
HEATHER FARLEY
PAUL KUNES
MIKE PRESS

FEBRUARY 2012

1 Introduction

- 1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 were laid before Parliament on 7 April 2003, and came into force on 1 May 2003. Under the Regulations, changes to Member allowances cannot be made a Council without having regard to the views of an Independent Panel set up specifically to advise on the matter.
- 1.2 The Independent Panel for the Council currently consists of David Dixon, (Media Representative), Heather Farley (Voluntary and Community Sector Representative), Paul Kunes, (Chamber of Commerce Representative) and Michael Press (Citizens Panel Representative). The Panel met to look at the current scheme of allowances and to consider any recommendations for changes for 2012/13. The effective date for the changes is proposed would be 11 May 2012, post Annual Council.
- 1.3 Biographical information of the Panel

David Dixon – Publishing Director, Lynn News – Media Representative. Publishing Director of East Midlands Newspapers, Festival Too Chairman of Fund Raising, King's Lynn Lions, Treasurer.

Heather Farley - Representative from the Voluntary and Community Sector

Chief Executive West Norfolk Voluntary and Community Action, Vice Chair of the West Norfolk Partnership Board, Chair - CVS East, a regional grouping of Chief Executives of 'Councils for Voluntary Service' in the East of England and Trustee - COVER the Eastern regional general infrastructure organisation and School Governor at North Wootton Community School.

Paul Kunes B.A.(Hons) - Representative of the Business Community - Director MTL, Director Norfolk Chamber of Commerce and Industry, West Norfolk Chamber Council Member, Fenland Chamber Council Member, West Norfolk Partnership Board Member

Mike Press – Community Representative

Retired Executive Manager Vauxhall Motors (General Motors), and former Councillor, Chairman of Committee/s and previous Chairman and Vice-Chairman of a District Council in Bedfordshire.

- 1.4 The Panel is supported by Dave Thomason, Deputy Chief Executive and Samantha Winter, Democratic Services Manager.

2 The Regulations

Allowances

- 2.1 The Regulations are designed to give local authorities discretion to establish remuneration schemes reflecting local circumstances.
- 2.2 Local authorities must have regard to the recommendations of their Independent Panel before making decisions on matters relating to the Member's Allowances Scheme. The Council may not introduce pensions for Councillors if the Independent Panel does not recommend it.

3 Timetable

- 3.1 It is recommended that all the proposed allowances payable, once agreed by Council should apply from **11 May 2012**, after the Annual Council meeting.

4 Invitation to all Members

- 4.1 The Panel sent an invitation to all Members to either come to the Panel meeting to discuss the issue of allowances, or to submit some comments or thoughts in writing. Three members submitted views in writing which were taken into account in considerations, the Leader of the Council came to the Panel to discuss allowances.
- 4.2 The Panel feels it should point out that it is not able to recommend the payment of attendance allowances for Members so they are paid for each meeting they attend, as this was prevented in the introduction of the regulations governing the new arrangements set in the Local Authorities (Members' Allowances)(England) Regulations 2001. This was a point raised by a member who responded to the invitation to comment.

5 History

- 5.1 The Panel made recommendations for an increase in 2008/09 which the Council chose not to implement. The Panel did not meet in 2009/10 and allowances remained unchanged. In 2010/11 the Panel made the recommendation that the figures in 2008/09 were still valid and recommended a 1.1% increase to those figures. Council chose not to incorporate the 2008/09 recommendations, but agreed a 1.1% increase on the existing allowance figures. The Panel did not meet in 2011/12 and allowances remained unchanged.

6 2012/13 Review

- 6.1 The Panel decided against a detailed review in the current climate and examined the key elements established during previous reviews. In doing so it has compared all the levels of allowances with those from other authorities across the country, in particular the Eastern Region.
- 6.2 The Panel acknowledges that the Council has to take a political decision in awarding any increases in its allowances for Members taking into account the Council's budgetary position and the national and local economic picture.
- 6.3 The Panel feels that there is a danger where by not making any increases on a reasonably regular basis the levels of allowance would be eroded, so potentially requiring a larger increase in future years.
- 6.4 In line with the practice in earlier reports, the Panel again draws attention to the fact that the role of Councillor should not be considered as salaried, and the allowances should not be considered as payment for a "job", but remuneration for costs incurred and a degree of the time spent on Council business. The "Councillors Commission" document set out the principal of how a basic allowance ought to be calculated. This was the recommendation from Dr Declan Hall, which had also been used by the Panel in coming to their conclusions, with a member of the Panel having attended training run by the author.
- 6.5 The Regulations provide for the payment to Members of a Special Responsibility allowance designed to take into account the additional degree of responsibility and some of the additional time spent in certain roles.
- 6.6 In considering the position for this year, the Panel consider that the recommendations it made following its reviews in 2008/09 and 2010/11 are still valid. However, in the current economic climate it did not feel it appropriate to recommend any further increases on those previous recommendations.

7 Summary of recommendation

- 7.1 **The Panel's recommendation is that it feels its recommendations made to the Council in 2008/2009 and 2010/2011 still stand. However, in the current economic climate, it could not recommend any further increases on those figures. (For ease of administration, the figures should be rounded.)**

8 Panel's Detailed Recommendations

The Panel's considerations and recommendations are set out in the following sections of the report:

8.1 Regulation 4 - Basic Allowances

- 8.1.1 This part of the Regulations state that an authority shall provide for the payment of a basic allowance for **every member of the Council and it will be the same amount for each such member.**

Position	Current	Proposed including 2008/09 and 2010/11 recs
Basic Allowance	£5,140	£5,290

8.2 Regulation 5 – Special Responsibility Allowances (SRA)

- 8.2.1 This Regulation states that an authority may provide for the payment for each year for an allowance to such members of the authority as have special responsibilities in relation to the authority.

- 8.2.2 Any scheme must specify the amount of each special responsibility allowance and it must provide that where an authority is divided into at least two political groups that a special responsibility allowance is paid to at least one person who is not a member of the controlling group.

8.3 Cabinet Members

- 8.3.1 The responsibility of the **Leader of the Council and Deputy and Cabinet Members** has been considered.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Leader of Council and Chairman of Cabinet	£14,760	£15,190
Vice Chairman	£8,070	£8,300
Members of Cabinet	£6,600	£6,800

8.3.2 Assistant to the Leader

Following a request from the Leader of the Council, the Panel has been requested to give consideration to recommending an SRA for a

Councillor to act as an Assistant to the Leader. The role would involve assisting the Leader with day to day correspondence and tasks, ensuring the Leaders attention was drawn to important information, but would not have any delegated authority to take decisions. The Panel recommend that if Council approve the establishment of such a position with and SRA, then it should be awarded equal to 10% of the Leader's SRA. The Panel feels that as this is a new position, once the role has been established for some time, it is appropriate for the level of SRA to be reviewed in 12 months time.

Position	Current	Proposed
Assistant to the Leader	Nil (new position)	£1,520

8.4 Cabinet Scrutiny Committee

8.4.1 The Panel has in previous years made the recommendation that the allowances for these posts should reflect those of the Policy Review and Development Panels as it is important that this role is facilitated. The Panel still consider that this should be the case.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Chairman CSC	£2,000	£2,060
Vice-Chairman CSC	£870	£890

8.5 Policy Review and Development Panels

Position	Current	Proposed including 2008/09 and 2010/11 recs
Chairmen Panels	£2,000	£2,060
Vice-Chairmen Panels	£870	£890

8.6 Scrutiny and Overview Liaison Committee

8.6.1 It is noted that the Chairmanship of the Committee is rolling and comprised of the Panel Chairmen who do receive an allowance in their Panel role. Therefore it is not considered appropriate to recommend an allowance for this position

8.7 Planning Committee

8.7.1 The Panel considers that the responsibilities of the Chairman and Vice-Chairman of this Committee should reflect the considerable responsibility carried out behind the scenes with officers and the public as well as at the meetings of the Committee.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Chairman Planning Committee	£5,050	£5,210
Vice-Chairman Planning Committee	£2,200	£2,260

8.7.2 In 2008/09 the Panel referred to the fact that it was very conscious of the heavy workload of the Committee, and the requirement for all members of that Committee to be present for lengthy meetings and training sessions. The Panel is still of the same view as the workload of that body has not diminished in any way.

8.7.3 The suggestion of an SRA was included in the Councillors Commission document, and some other local authorities in the region do now allow for the payment to all members of the Planning Committee. The Panel recommended in 2008/09 and continue to recommend that whilst the workload of the Committee continues at the current levels, a payment at a level of 10% of the Chairman's allowance for all other Members of the Committee was warranted.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Member of Planning Committee	Nil (New SRA)	£520

8.8 Licensing Committee and Licensing and Appeals Board

8.8.1 The Panel is aware of the workload for the Chairman and Vice Chairman of the Committee/Board.

8.8.2 The level of Special Responsibility was reflected in the increase recommended and agreed in previous years. The current level of

hearings remained around the same level it was considered that this level of allowance should continue.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Licensing and Appeals Committee/Board Chairman	£5,050	£5,210
Vice Chairman	£2,200	£2,260

8.9 Standards Committee

8.9.1 As identified in its 2008/09 review the Panel is aware of the workload of the Standards Committee. As in the 2008/09 review the Panel wishes to re-iterate its acknowledgement that the Chairman's position is that of an Independent person (not receiving a basic allowance) and the Vice-Chairman a Councillor. The Panel continues to recommend an increase in the allowance in line with that of the Panel Chairmen and Vice-Chairmen to reflect the workload and responsibility of the roles.

8.9.2 The Panel is also aware that the situation regarding a Standards Committee is likely to change with the enactment of the relevant sections of the Localism Act, so would recommend a revisit of the situation once new arrangements are in place.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Standards Committee Chairman	£760	£2,060
Vice-Chairman	£380	£890

8.10 Standards Committee Co-optees

8.10.1 Regulation 9 - Co-optees Allowance provides for payment of an annual allowance to people who are not members of the authority but who are members of a committee or sub-committee of the authority.

8.10.2 The Council currently has a small number of Co-optees (non Borough Councillors and who are not the Chairman) who serve on its Standards Committee. As set out in the 2008/09 report the Panel continues to feel that as these Standards Committee Co-optees do not receive a basic allowance, and with the current workload of the Committee, they

are required to attend a number of meetings during the course of the year with levels of responsibility in those roles. This is a level set at 20% of the Chairman's allowance recommended by the panel.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Standards Committee Co-optees	£200	£410

8.11 Task Groups

8.11.1 The Panel is conscious that at present there are still no major Task Groups in existence but feel that it is appropriate to continue to have the ability to pay a Chairman of such a Task Group a one off fee for the additional responsibility of that work (if they do not already draw a special responsibility allowance) should the need arise. It should be remembered that on setting up any such task group this matter should be considered at that time and the recommendation for such a payment made to Council for approval.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Task Group Chairman	£170	£180

8.12 Mayor and Deputy Mayor Allowances

8.12.1 The Panel considered the level of allowances payable to the Mayor and Deputy Mayor.

Position	Current	Proposed including 2008/09 and 2010/11 recs
Mayor	£5,860	£6,040
Deputy Mayor	£2,050	£2,110

8.13 Political Allowances

8.13.1 The Panel recognises the work carried out by the Opposition Group Leaders and Deputies in motivating and co-ordinating activities and therefore continue to propose the following to ensure there is the opportunity for opposition:

Position	Current	Proposed including 2008/09 and 2010/11 recs
Larger Oppn Group Leader	£680	£700
Larger Oppn Group D/Leader	£340	£350
Other Oppn Group Leader/s	£400	£410
Other Oppn Group D/Leader/s	£210	£220

RECOMMENDATION: The Panel recommends to the Council the above Special Responsibility Allowances.

9 ***Regulation 7 – Dependants’ Carers’ Allowance***

- 9.1 The Regulations allow for a scheme to include for payment to members of the authority of an allowance in respect of such expenses of arranging for the care of their children or dependants as are necessary in performing their duties as a councillor.
- 9.2 The present level of the Carers Allowance paid by the Council is £6.36 per hour which is geared up to the Council's minimum pay levels.
- 9.3 The Panel, as in previous years, feels that the flat rate does not deal fairly with the difference demands of the type of care necessary. For example, the costs involved with childcare would generally be less than those associated with the provision of agency care for more specialised attention. For these reasons the Panel recommends that the Carers Allowances be £6.36 per hour for childcare and £11.20 per hour for Agency Care. Payment of both of these allowances must be covered by receipts. In the case of the Agency Care Allowance, medical evidence that this type of care is required must also be provided as no other carer is available.
- 9.4 **RECOMMENDATION: 1) The Panel recommends that the Carers Allowances be £6.36 per hour for childcare or at the minimum pay adopted by the Council and £11.20 per hour for Agency Care. Payment of these allowances must be covered by receipts. In the case of the Agency Care allowance, medical evidence that this type of care is required must also be provided and no other carer available.**

10 **Regulation 8 - Subsistence Allowance**

10.1 This Regulation provides for the payment of an allowance in respect of travelling and subsistence. The Regulation sets out the categories within which duties must lie in order to be eligible for such payments.

10.2 In its report to the Council previously the Panel made recommendations that the subsistence levels should mirror those which are available to officers which are set nationally. **This is still the view of the panel.**

10.3 It is also acknowledged that although no specific overnight allowance is payable, the Council will pay reasonable hotel bills submitted.

11 **Travelling**

11.1 The Panel again wishes to express the view that the allowable level of mileage set by the tax office (increased this year by 5p per mile), ensures that Councillors can receive this amount without being subject to tax up to a maximum of 10,000 miles. The Panel gave consideration to the following figures:

Reference: £1.41/ Litre (£6.35 / gallon)

MPG	Cost /Pence per mile	Diff @45p per mile	5000 miles pa	Per 1000 miles
30	21.2	23.8	£1,180	£236
40	15.9	29.1	£1,455	£291
50	12.7	32.3	£1,515	£303

11.2 It is therefore considered appropriate that the Tax office recommended figure (currently 45p per mile) should still apply and the level increased in the event that this is increased.

11.2 **RECOMMENDATION: That the Tax Office recommended figure (currently 45p per mile) apply and that the level be increased automatically in the event that this is increased.**

plus for every passenger (max 4) for whom a travel allowance would otherwise be payable

5p

Overnight garaging (absence 24hrs)

Actual cost

Public Transport -Actual cost not exceeding first class fare (with prior agreement)

Motor Bike - mileage rate	24p
Bicycle Allowance - mileage rate	20p

12 ***Regulation 11 - Pensions for Elected Members***

12.1 The Panel has always taken the view that Members should not enter the LG pension scheme.

13 ***Other Issues***

13.1 ***Limit of number of Special Responsibility Allowances***

13.2 The Panel again considered the issue of payment of more than one special responsibility allowance to any one Member.

13.3 The Panel recognises that the work carried out by a person holding more than one position which attracts a special responsibility allowance.

13.4 **RECOMMENDATION: The Panel recommends that a Councillor is only eligible to receive one Special Responsibility Allowance (the highest).**

SUMMARY OF INDEPENDENT PANEL RECOMMENDATIONS 2012/13

Allowance/SRA	Current	Proposed for 2012/2013 (including 2008/09 and 2010/11 recs)
Basic Allowance	£5,140	£5,290
Leader of Council and Chairman of Cabinet	£14,760	£15,190
Vice Chair	£8,070	£8,300
Members	£6,600	£6,800
Asst to Leader	Nil (new SRA)	£1,520
Cabinet Scrutiny Committee and Policy and Review Panels	£2,000	£2,060
Chairmen	£870	£890
Vice-Chairmen		
Planning Committee		
Chairman	£5,050	£5,210
Vice-Chairman	£2,200	£2,260
Members	None	£520
Licensing and Appeals Board and Licensing Committee		
Chairman	£5,050	£5,210
Vice-Chair	£2,200	£2,260
Standards Committee		
Chairman	£760	£2,060
Vice-Chairman	£380	£890
Co-Optees	£200	£410
Key Task Groups – if any		
Chairman	£170	£180
Mayor	£5,800	£6,040
Deputy Mayor	£2,030	£2,110
Larger Oppn Group Leader	£680	£700
Larger Oppn Group D/Leader	£340	£350
Other Oppn Group Leader/s	£400	£410
Other Oppn Group D/Leader/s	£210	£220

CARERS ALLOWANCES

£6.36 per hour for childcare
£11.20 per hour for Agency Care.

Payment of these allowances must be covered by receipts. In the case of the Agency Care allowance, medical evidence that this type of care is required must also be provided.

SUBSISTENCE – TO MIRROR OFFICER LEVELS

TRAVELLING

That the Tax Office recommended figure (currently 45p per mile for a car) apply and that the level be increased in the event that this is increased.

plus for every passenger (max 4) for whom a travel allowance would otherwise be payable	5p
Overnight garaging (absence 24hrs)	Actual cost
Public Transport -Actual cost	
Motor Bike - mileage rate	24p
Bicycle Allowance - mileage rate	20p

NUMBER OF SPECIAL RESPONSIBILITY ALLOWANCES CLAIMABLE

One Special Responsibility Allowance (the highest), with the exception of the Deputy Mayor Allowance.



Borough Council of King's Lynn & West Norfolk

Members' Allowances Scheme 2012/13

MEMBERS' ALLOWANCES SCHEME

The Borough Council of King's Lynn and West Norfolk, in exercise of the powers conferred by the Local Authorities (Members' Allowances (England)) Regulations 2003, makes the following scheme :

1 The Scheme

This Scheme, which is called the Borough Council of King's Lynn and West Norfolk Members' Allowances Scheme, and was originally adopted commencing on 23 October 2003 and was approved for subsequent years. This 2012/13 version of the scheme will be the current scheme.

2 In this Scheme

"Councillor" means an elected member of the Borough Council of King's Lynn and West Norfolk.

3 Basic Allowance

Subject to paragraph 8, which deals with part year entitlements, a basic allowance will be paid in instalments to each Councillor each year. The current rate is shown in Appendix "A".

If a member is suspended or partially suspended from responsibilities or duties as a member of the Council in accordance with Part III of the Local Government Act 2000, or regulations made under that Part, the part of basic allowance payable in respect of the period for which the member is suspended or partially suspended will be withheld.

4 Special Responsibility Allowances

- (1) Each year a special responsibility allowance will be paid to those Councillors who hold the special responsibilities that are specified in Appendix "A".
- (2) Subject to paragraph 8, the amount of each allowance will be the amount specified in Appendix "A".
- (3) A Councillor is only eligible to receive one Special Responsibility Allowance.
- (4) If a member is suspended or partially suspended from responsibilities or duties as a Member of the Council in accordance with Part III of the Local Government Act 2002, or regulations made under that Part, the Part of special responsibility allowance payable in respect of the responsibilities or duties from which the Member is suspended or partially suspended will be withheld.

5 Carers Allowance

A carers allowance will be paid towards the cost of care of dependent relatives (be they children, elderly people or people with disabilities). The amounts which can be claimed must reflect the sum incurred in employing a carer to enable a Councillor to carry out their Council work. The maximum claim levels are shown in Appendix "A". All claims must be accompanied by evidence that the amount claimed has been incurred in employing a carer. A carer will be any responsible adult. Medical evidence must be provided for the need to pay the higher rate of allowance.

6 Co-Opted Members

Co-opted members are entitled to claim travelling, subsistence and carers allowances at the rates set out within this Scheme. A "Co-optees allowance" is payable as determined by the Council. Any such allowances are shown in Appendix "A".

7 Renunciation

A Councillor may elect to forego any part of their entitlement to an allowance under this Scheme by notifying the Democratic Services Manager in writing.

8 Part-year entitlements

(1) If, during the course of a year:

- this Scheme is amended
- or the amount payable is changed,
- or a Councillor becomes, or ceases to be, a Councillor'
- or a Councillor accepts or relinquishes a special responsibility for which a special responsibility allowance is payable,

entitlement to allowances will be calculated pro-rata according to the number of days in the month in question.

(2) If changes are made to the category of any allowance, etc, the allowance payable will be that which was applicable when the duty was undertaken.

9 Travel Allowance

This allowance is intended to reimburse expenditure necessarily incurred on all journeys undertaken on approved duties as set out in Appendix "B". Travel allowances will be those recommended by the Inland Revenue.

(1) Motor Vehicles

Where travel by car or motorcycle

- results in a substantial saving of the members' time, or
 - is in the interests of the Council, or
 - is otherwise reasonable,
- an allowance is payable and the conditions applying area as follows :

(a) a passenger supplement for official passengers is paid per passenger per mile, up to a maximum of 4 passengers

- (b) Councillors will be responsible for ensuring that they have adequate insurance cover for business use
- (c) the rates payable are shown in Appendix "B".

(2) Hired Motor Vehicles (Taxi Cab)

The actual fee and any reasonable gratuity, will be paid in cases of urgency or where no convenient public service is available. Otherwise an allowance not exceeding the amount of the fare for travel by appropriate public service transport will be paid.

(3) Hired Motor Vehicle (other than a Taxi Cab)

The actual cost of hiring for the period of Council duty will be paid.

(4) Motorcycle

Travel by motorcycle will be reimbursed at the rate set out in Appendix "B".

(5) Bicycle

Travel by bicycle will be reimbursed at the rate set out in Appendix "B".

(6) Public Service Transport

By Rail

Normally standard class fare or actual fare paid (if less) will be paid. Reimbursement of first class fare will be paid only where it is clearly in the Council's interest for a Councillor to travel first class and approval has been given in advance by the Chief Executive.

Councillors who are eligible to hold a Senior Citizens Rail Card and regularly travel by rail on formal Council business can purchase them specifically by prior agreement with the Democratic Services Manager and be reimbursed by the Council through the expenses claim mechanism.

Supplementary Allowances

Reimbursement, not exceeding actual expenditure incurred, will be paid for:

- (a) Pullman car or similar supplements, reservation of seats and deposit or portage of luggage.
- (b) Sleeping accommodation on the train for an overnight journey, subject to reduction by one-third of any subsistence allowance payable for that night.

(7) Air Travel

- (1) Subject to the prior agreement of the Deputy Chief Executive that the saving in time justifies payment of the fare for travel by air, there may be paid an amount not exceeding:-
 - (i) the ordinary fare or any available cheap fare for travel by regular air service, or
 - (ii) where no such service is available, or in case of urgency, the fare actually paid by the Councillor.

If a member is suspended or partially suspended from responsibilities or duties as a member of the Council in accordance with Part III of the Local Government Act 2000, any travelling and subsistence allowance payable in respect of the responsibilities or duties from which the member is suspended or partially suspended will be withheld.

10 Subsistence Allowance

Subsistence allowances will be the same as, and linked to, the rates for officers. Any claim for subsistence must be supported by a receipt. The circumstances in which this allowance is paid are as follows :

(1) Day Subsistence

- a) Breakfast Allowance - absence over 4 hours before 11.00am
- b) Lunch Allowance - absence over 4 hours including lunch period between 12 Noon and 2.00pm
- c) Tea Allowance - absence over 4 hours including period 3.00pm to 6.00pm
- d) Evening Meal Allowance - absence over 4 hours ending after 7.00pm.

(2) Meals on Trains

When there is normal entitlement for day subsistence, main meals (ie breakfast, lunch, dinner) taken on trains will be reimbursed. In such circumstances this reimbursement will replace the entitlement to the day subsistence allowance for the appropriate meal provided.

(3) General

The time elapsed should be calculated on a "door to door" basis, but time spent on non-council business must be deducted.

Where a Councillor is supplied with a meal the appropriate meal allowances cannot be claimed.

11 Duties performed for more than one body

A Councillor who is both a Borough Councillor and a Member of another local authority or public body may claim allowances from both authorities should he or she undertake two separate duties, one for each authority on the same day. A member of the Borough Council who is also a member of another authority may not however claim from both authorities for undertaking the same duty. Councillors must take particular care to avoid duplication or overlap of claims for travelling and subsistence. Claims for duties undertaken for other Councils or public bodies should be sent to the Authority concerned and not included in claims on the Borough Council.

12 Official and Courtesy Visits

Provided they have been approved by the appropriate Committee, official and courtesy visits by Councillors are eligible for travelling and subsistence claims at the rates set out in Appendix "B" if the journey is within the United Kingdom. If outside the United Kingdom, the travelling and subsistence expenses are limited to those which are reasonable in all the circumstances.

13 Prior Approval

The appointment of a Councillor to a Panel, Committee, Sub-committee or Working Group, etc, or as a representative of the Council on other bodies is deemed to satisfy the need for prior approval before a claim can be submitted.

14 Claims and Payments

(1) A claim for travel, subsistence and carers allowances under this Scheme should be made each month, but in any event not less than quarterly. **Claims must be received by 12 noon on the day of the month indicated to you.**

(2) **Councillors who fail to submit a claim within 3 months of carrying out the duty or incurring the expense, will be deemed, automatically, to have waived their right to claim.** The Democratic Services Manager must be advised in writing if a Councillor opts not to claim allowances.

(3) The basic and special responsibility allowances will be paid in instalments of one-twelfth or the amount specified in this Scheme. Where a payment of one-twelfth of the amount would result in the Councillor receiving more than the amount to which, by virtue of paragraph 8, he or she is entitled, the payment will be restricted to the amount to which that Councillor is entitled.

(4) If claims are amended by the Democratic Services Manager, the Councillor concerned will be informed.

(5) A Councillor who has been overpaid under the terms of this Scheme, will be advised of the situation and arrangements will be made for the immediate recovery of the overpayment or taken from subsequent claim(s).

(6) Claims for reimbursement of expenses incurred, including mileage, must be accompanied by a VAT receipt.

(7) Councillors are reminded that responsibility for the accuracy and propriety of claims rests with the individual Councillor making the claim. Reliance is placed by the Council on the declaration signed by the claimant on each claim form. The Council's Section 151 Officer reserves the right to audit Councillor's claims.

(8) Where payment of any allowance has already been made in respect of any period during which the member concerned :

- (a) is suspended or partially suspended from responsibilities or duties as a member of the Council in accordance with Part III of the Local Government Act 2000 or regulations made under that part;
- (b) ceases to be a member of the Council; or
- (c) is in any other way not entitled to receive the allowance in respect of that period;

the Council will require that such part of the allowance as relates to any such period be repaid to the Council.

15 Records

A record will be kept of the payments made by the Council in accordance with this Scheme. The record will specify the name of the recipient and the amount and nature of each payment. This record will be available at all reasonable times for inspection (free of charge) by any local government elector for the Borough. The record will be supplied in copy to any person who requests such a copy and who pays such reasonable fees as the Council may determine. The Borough Council will publish figures showing allowances paid to individual Councillors and Co-optees on an annual basis.

16 Income Tax and Social Security Provisions

Information on these matters are to be found in Appendix "C".

TO BE UPDATED ON AGREEMENT OF NEW LEVELS FOR 2012/13

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

Appendix A

**THE LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND)
REGULATIONS 2001**

The Borough Council of King's Lynn and West Norfolk has adopted a scheme for Members' Allowances that become effective from 12 May 2012. A copy of the scheme and the report containing the recommendations of a review carried out by an Independent Remuneration Panel, of which the Council had regard in taking the decision, is available for inspection at King's Court, Chapel Street, King's Lynn, during office hours, and on the Council's web site: www.west-norfolk.gov.uk.

Subsistence (to mirror officers levels)
Travelling

One Special Responsibility Allowance (the highest), is claimable with the exception of the Deputy Mayor Allowance.

Date
R Harding
Chief Executive
Borough Council of King's Lynn and West Norfolk
King's Court, Chapel Street, King's Lynn, PE30 1EX

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



TRAVEL AND SUBSISTENCE ALLOWANCES APPROVED DUTIES

Allowances are only paid in respect of approved duties. Certain approved duties are set out in the statutes, and others specified by the Council. The relevant allowance for travelling, subsistence and carers allowance are payable for the following duties:

- (i) meetings of the Council
- (ii) meetings of the Cabinet of the Council
- (iii) meetings of any Scrutiny and other Committees of the Council
- (iv) any other meeting the holding of which is authorised by the Council or the Cabinet or Committee or Board of the Council, provided that one or more minority party Members have been invited
- (v) meetings of bodies of which the Council is a member, a funder or a subscriber, and on which the Member is the nominated representative of the Council
- (vi) conferences, seminars or meetings approved by the appropriate Committee or Board and open to all members, the prime purpose of which is either to discuss matters relating to the interests and functions of the Council or inhabitants of the Borough, or to assist Members to understand and carry out their duties more effectively
- (vii) organised official visits within or outside the Borough, as approved in advance by the relevant Committee, including deputations to government departments and meetings with MPs on Council business
- (viii) sifting meetings and site visits by Chairs and Vice-Chairs in connection with agenda business and tender opening
- (ix) meetings of senior officers to which a Member is invited to deal with Council business

Travel (as per Inland Revenue figures)

Private Vehicles	45p per mile (for the first 10,000 miles – 25p thereafter)
Plus for every passenger (max 4) For whom a travel allowance would be payable	5p per mile
Public Transport	Actual cost not exceeding first class fare
Motor Bike	24p per mile
Bicycle	20p per mile

Subsistence for absence exceeding 4 hours from normal place of residence (amounts to mirror agreed officer levels as at 1st April 2011)

Breakfast ending before 11.00am	£6.72
Lunch, including Noon - 2.00pm	£9.28
Tea, including 3.00pm - 6.00pm	£3.67
Dinner ending after 7.00pm	£11.49

MEMBERS ALLOWANCES – Income Tax and National Insurance Aspects

To be read in conjunction with Appendix "D" which specifies the current rates applicable.

1 Income Tax

- (1) Basic, Special Responsibility and Carers Allowances are taxable under PAYE arrangements but tax relief can be obtained for expenses incurred in the performance of the duties of a Borough Councillor to the extent that they are not reimbursed.
- (2) Claims for tax relief should normally be made to HM Inspector of Taxes at the end of each fiscal year. The Inspector will require reasonable proof that the expenses have been incurred. He is also prepared to consider requests for the assessment of tax relief in advance on an estimated basis.
- (3) Income Tax will be deducted from Basic, Special Responsibility and Carers Allowances at the standard rate (see Appendix "D(a)" unless the Inland Revenue issues more specific instructions.
- (4) Any enquiries relating to tax relief should be addressed to :

HM Revenue & Customs Norfolk
Nelson House,
Prince of Wales Road
Norwich NR1 1DR
Telephone number: 0845 366 7851

2 National Insurance

- (1) Basic, Special Responsibility and Carers Allowances come within the definition of remuneration for National Insurance purposes and consequently whenever such allowances average the amount shown in Appendix "D(b)" or more per month for the period of a claim, the appropriate national insurance contributions have to be deducted unless the member is regarded as "retired for national insurance purposes". The contributions together with the corresponding employers contributions are paid over to the Inland Revenue by the Borough Council. The liability for contributions is additional to that which a Borough Councillor may have as an employed or self-employed person.
- (2) There are various rates of deduction which apply as shown in Appendix "D".

3 Statutory Sick Pay

- (1) The statutory sick pay scheme applies to all members other than those who are co-opted members.
- (2) To qualify for statutory sick pay (SSP) there are four key conditions which have to be met. These are :-
 - (a) a period of sickness must have lasted at least four consecutive days;
 - (b) the sickness must have been notified to the Borough Council;
 - (c) there must have been at least 4 "qualifying days" during the period of sickness (see below);
 - (d) none of the many exclusions apply (see below).

(3) Qualifying Days

SSP is only paid for "qualifying days". Borough Council arrangements allow for Monday to Friday to be regarded as qualifying days for SSP purposes, notwithstanding the number of days normally worked in the week. The first 3 qualifying days of absence are classified as "waiting days" during which SSP is not payable and normal payment arrangements will apply.

- (4) The principal exclusions are as follows :-
 - (a) average income from Basic, Special Responsibility and Carers Allowance is less than £107.00 per week;
 - (c) SSP has been paid for 28 weeks in a period of incapacity to work;
 - (d) member has claimed certain Social Security Benefits within 57 days of the commencement of a period of sickness.

(5) Claims

Any member who is sick for at least 4 consecutive days and wishes to claim SSP should :-

- (a) notify Payroll in writing no later than 14 days after the sickness begins, and
 - (b) provided an exclusion notice has not been received from the Borough Council before a claim is submitted – include a note on his/her next claim for allowances indicating :-
 - (i) the first and last dates of each period of sickness
 - (ii) the duties which would have been undertaken but for the sickness(es)
- (6) An entitlement to SSP as a member, or exclusion from the scheme for the same reason, will not affect any similar entitlements, etc., which may arise from any separate employment members may have.

APPENDIX D

MEMBERS ALLOWANCES –National Insurance Rates

A The standard rate of tax is 20%

B The Earnings Threshold for National Insurance purposes is £633 per month.

C Deduction rates for National Insurance :-

(a) A percentage of total payments (as listed) applicable to Members under the state pension age who do not fall into category (b).

- (i) Nil on first £633 per month
- (ii) 12% on earnings above £633 to £3,540 per month
- (iii) 1% on earnings above £3,540 per month

(b) Reduced rate is payable by some married women and certain widows under age 60. Any member so entitled will already hold a "Certificate of Election" issued by the DSS and this should be forwarded to Payroll.

(c) Nil Liability – applicable to members who have reached state pension age. For this purpose a "Certificate of Age Exemption" or proof of age can be provided such as passport or birth certificate, should be obtained by the member from Dept of Work and Pensions and sent to the Payroll.

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards None	Mandatory	(a) Be entirely within Cabinet's powers to decide NO		
		(b) Need to be recommendations to Council YES		
		(c) Be partly for recommendations to Council NO and partly within Cabinets powers –		
Lead Member: Councillor Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: David Thomason E-mail: david.thomason@west-norfolk.gov.uk Direct Dial: 616245		Other Officers consulted: Management Team		
Financial Implications YES	Policy/Personnel Implications YES	Statutory Implications (incl S.17) NO	Equality Impact Assessment Req'd NO	Risk Management Implications YES

Date of meeting: 7 February 2012

3 CAPITAL PROGRAMME AND RESOURCES 2011-2015

Summary

This report:

- revises the 2011/2012 projections for spending on the capital programme
- sets out an estimate of capital resources that will be available for 2011-2015
- details new capital bids that are recommended to be included in the capital programme for the period 2012-2015
- outlines provisional figures for capital expenditure for the 10 year period to 2021/2022

Recommendations

It is recommended that:

- 1) Cabinet recommends to Council the amendments to capital schemes and resources for the 2011-2015 capital programme as detailed in the report.
- 2) Cabinet recommends to Council that new capital bids of £499,500 are to be funded from available capital resources and included in the capital programme 2012-2015.
- 3) Cabinet note the forecast for capital expenditure for the 10 year period to 2021/2022.

Reason for Decision

To report amendments, rephrasing and resources to the 2011-2015 Capital Programme, and update members on provisional capital expenditure for the 10 year period to 2021-2022.

1. Introduction

- 1.1 The current economic climate has brought about a significant slowdown in investment by housing developers and commercial operators which in turn has impacted on the council's targets for land sales that would provide resources for its capital programme.
- 1.2 Land sales of housing sites have come to a halt. Commercial land sales are taking place but progress is slow and always subject to planning approval.
- 1.3 The Council is faced with a situation where capital resources to fund the capital programme are at an all time low and as a consequence will need to revise its ambitions and current plans.
- 1.4 This report sets out a programme for 2011/2015 that can be delivered if predicted land sales come about. Certain capital funds come from grants, VAT shelter receipts and reserves but a large part of funds are to come from land sales. These sums included in 2011/2015 are anticipated receipts from identified sites but if the market falls back further then it may be necessary to revise the programme.
- 1.5 The programme of works for the years 2015/2022 simply sets out draft proposals and in the light of the current state of the economy further work will need to be carried out to look at the funding issues. Proposals for a major housing development scheme which is intended to generate future capital receipts are currently being prepared. A report will be presented to Cabinet later in the year.
- 1.6 This Council 'punches' significantly above its weight when it comes to delivering capital programmes and it will continue to aim to do so even in these difficult times. However, to some degree it must temper its ambitions and revise its capital programme accordingly. This report sets out a programme of work that fulfils that aim.

2. Capital Programme 2011/2012

- 2.1 This part of the report updates the Capital Programme in the current year 2011/2012.
- 2.2 A full updated Capital Programme 2011/2012 of £11,426,010 was reported at the Cabinet meeting on 21 June 2011. Since that date further amendments to the programme have been reported as part of the monitoring reports, as summarised below:

Capital Programme 2011/2012 (Cabinet 21 June 2011)	£ 11,426,010
Further Amendments:	
Crematorium – Refurbish Book of Remembrance Room – the budget has been brought forward from 2014/2015 to ensure that an additional Book of Remembrance can be accommodated to meet demand. There is no impact on the financing of the capital programme as this scheme is funded from reserves. (September monitoring report)	25,000
Lynnsport – Drains and surface water drainage – the budget has been increased by £39,000 to meet the costs of urgent repair works to a collapsed culvert at Lynnsport. There is no impact on the financing of the capital programme as the budget increase will be funded from reserves. (September monitoring report)	39,000
Relocation of grounds nursery – the capital programme has been amended to include the costs of relocating the ground nursery. There is no impact on the financing of the capital programme as the budget increase will be funded from reserves. (October monitoring report)	15,000
Corn Exchange – Replacement moving lights - the budget has been brought forward from 2012/2013. There is no impact on the financing of the capital programme as this scheme is funded from reserves. (November monitoring report)	25,000
St James swimming pool – urgent works to remove asbestos. There is no impact on the financing of the capital programme as this scheme is funded from reserves. (Cabinet 6 December 2011)	89,000
King’s Court and Lynnsport installation of solar panels – to be funded from unsupported borrowing. (Cabinet delegated decision 13 December 2011)	126,900
Revised Capital Programme 2011/2012	<u><u>11,745,910</u></u>

- 2.3 In addition as reported in the monitoring reports the following amendments have been made between capital schemes –

A budget transfer of £20,000 has been made within the Community and Democracy portfolio to undertake refurbishment works at Lynnsport to the table tennis room to convert this room to a larger dance studio. (June monitoring report)

A budget transfer of £1,600 has been made between Community and Democracy and Performance and Resources portfolios to fund residual costs associated with refurbishment works at the Walks stadium. (October monitoring report)

- 2.4 A summary of the monitoring position of the budget to 31 December 2011 is shown in the table below:

	2011/2012 Capital Programme	Spend to 31 December 2011	Spend
	£	£	%
Community & Democracy	2,130,030	923,265	43.4
Environmental Improvement & Protection*	672,770	329,235	48.9
Housing General Fund	2,643,800	662,158	25.0
Performance & Resources	2,168,470	699,600	32.3
Regeneration	4,064,340	853,502	21.0
Safer & Healthy Communities	66,500	25,435	38.2
Total	11,745,910	3,493,195	29.7

- 2.5 A review of the current schemes has been undertaken and approval is requested for rephasing of £5,592,430 and amendments of £58,450 to the 2011/2012 capital programme as summarised in the table below.

	Amend- ments	Rephasing	Revised Budget 2011/2012
	£	£	£
Community & Democracy	117,000	(843,630)	1,403,400
Environmental Improvement & Protection		(157,800)	514,970
Housing General Fund		(1,444,200)	1,199,600
Performance & Resources	(5,550)	(1,123,000)	1,039,920
Regeneration	(37,000)	(2,023,800)	2,003,540
Safer & Healthy Communities	(16,000)		50,500
Total	58,450	(5,592,430)	6,211,930

2.6 The proposed amendments to the capital programme 2011/2012 are –

Community and Democracy

The capital programme has been increased by £117,000 to include the replacement air handling unit and associated works at St James swimming pool. This project is financed by £81,600 of Salix energy efficiency funds and the balance from reserves.

Housing

Budget transfers have been made between the separate categories of housing assistance projects, there is no overall change in the budget provision.

Performance and Resources

The remaining budget for investment in general properties has been deleted and the budget provision of £23,400 in 2011/2012 has been returned to the capital programme to provide funds to accommodate the new bids detailed later in the report.

The budget has been increased by £42,250 within the ICT Development scheme to include the costs of the CCTV hard drives upgrade. This project is in part funded from the ICT Development budget (£30,000) and the remaining costs met from CCTV reserves.

The remaining energy efficiency budget of £24,400 has been reallocated to meet the costs of the replacement air handling unit at St James swimming pool as detailed above.

Regeneration

Budget transfers have been made between the separate elements of the NORA project and include provision for the costs of the joint venture as reported to Cabinet on 6 December 2011, there is no overall change in the budget provision.

Hardwick Industrial Estate refurbishment of units – the cost of these works is included in the stock condition project within Performance and Resources. The budget provision of £37,000 will be deleted from the programme. This project was due to be financed from reserves and it will not now be necessary to draw down that sum.

Safer and Healthy Communities

The remaining budget provision of £8,000 for works to St Edmundsbury Church, Downham Market and the budget of £8,000 for St Edmunds Church, Hunstanton have been deleted and the budget provision of £16,000 in 2011/2012 has been returned to the capital programme to provide funds to accommodate the new bids detailed later in the report.

- 2.7 The review of the capital programme has identified schemes that, although provisionally set for 2011/2012 will not be completed in the year. The areas for the proposed rephasing are -

Community and Democracy

The works for following schemes are not now planned to complete during the 2011/2012 and it is proposed to rephase £356,450 to 2012/2013 and £497,180 to 2013/2014 to meet the cost of the works.

Scheme	Rephasing (to)/from 2012-2014 £	Additional Notes
KL Town Hall - Centre for Civic Activity	(167,180)	Pending outcome of lottery bid – these budgets to be combined
Town Hall / Archive	(380,000)	
Lynnsport - Bowls Hall lighting	(17,000)	
Public Art - Maritime Trail	(10,000)	
Arts Centre - Replacement Fire Alarm system	(53,600)	
Lynnsport - Car Park & Path Repairs	(46,000)	
Lynnsport - Replacement PA system	(30,000)	
Lynnsport - Roof Repairs	(100,000)	
Arts Centre -Ex Marketing Office	(32,500)	
Car Parks - Resurfacing	(22,350)	
Corn Exchange - Replace rooftop chiller unit	5,000	

In addition the leisure card replacement card printers will now be replaced in this financial year and the budget of £10,000 has been brought forward from 2012/2013. There is no impact on the financing of the capital programme as this scheme is funded from reserves.

Environmental Improvement and Protection

Environmental monitoring – the remaining budget provision is being held pending the outcome of the incinerator campaign as additional air quality monitoring may be required. The budget provision of £42,800 has been rephased to 2013/2014.

Public Cleansing, vehicles and sweepers - the replacement schedule has been reviewed and budget provision of £115,000 has been rephased to 2012/2013. There is no impact on the overall funding of the capital programme as this expenditure is financed from existing provision from unsupported borrowing budgets within revenue.

Housing

The current commitments across the categories of housing adaptation assistance have been reviewed and budget provision of £1,212,000 has been rephased across future years of the capital programme from 2012 to 2015 (2012/2013 £474,000, 2013/2014 £388,500 and 2014/2015 £349,500).

Sewage Treatment Works – Marshland St James – these works are now expected to be undertaken during 2012/2013 and the budget provision of £230,000 has been rephased accordingly.

Estate Roads – this budget provides a contingency sum to meet the cost of repairs to estate roads. The budget has been rephased across the capital programme to provide a budget of around £10,500 for each of the years 2012-2014. The remaining budget provision of £2,200 in 2011/2012 will be rephased to 2014/2015, in addition £9,000 will be rephased from 2012/2013 to 2013/2014 (£700) and 2014/2015 (£8,300).

Performance and Resources

The works for following schemes are not now planned to complete during the 2011/2012 and it is proposed to rephase £958,000 to 2012/2013 and £165,000 to 2013/2014 to meet the cost of the works.

Scheme	Rephasing to 2012-2014 £
DDA stage 2 works	(25,000)
Stock Condition Survey - Priority 2 and 3	(165,000)
ICT Development Programme	(63,000)
Derelict Land and Buildings - Compulsory Purchase	(20,000)
Purchase development sites	(850,000)

Regeneration

The works for following schemes are not now planned to complete during the 2011/2012 and it is proposed to rephase £2,023,800 to 2012/2013 to meet the cost of the works.

Scheme	Rephasing to 2012/2013 £
Conservation Area review & character appraisal project	(10,800)
Works to Oldsunway Bridge	(20,000)
COWA	(255,000)
Pontoons	(150,000)
NORA -	
MUGA (Includes Land)	(50,000)
Millienium Community Construction	(100,000)
Utilities	(1,000,000)
Other NORA Project Costs	(100,000)
Total Nar Ouse Regeneration Area	(1,250,000)
Joint Venture	(338,000)

2.8 The amendments and rephasing identified above are detailed at Appendix 1.

3. Capital Programme 2012-2015

3.1 This part of the report deals with the medium-term capital programme 2012-2014 and first looks at a revision to the current approved programme. A full updated Capital Programme 2012-2014 was reported at the Cabinet meeting on 21 June 2011 and is summarised in the table below.

	2012/2013	2013/2014
	£	£
Community & Democracy	937,990	738,520
Environmental Improvement & Protection	362,140	105,320
Housing General Fund	1,194,300	1,141,700
Performance & Resources	569,500	170,000
Regeneration	3,751,370	3,750,000
Safer & Healthy Communities	4,500	0
Total Cabinet 21 June 2011	6,819,800	5,905,540
Amendment November monitoring report see section 2.2 above	(25,000)	0
Total	6,794,800	5,905,540

- 3.2 Following the noted review of the Capital Programme, the following requests are made for amendment and rephasing in 2012-2014, in addition to those detailed at 2.7 above.

Community and Democracy

Lynnsport – parking barrier – this scheme has been reviewed and the budget provision of £12,000 in 2012/2013 has been rephased to 2013/2014.

Lynnsport – retractable dividing wall – this scheme has been reviewed and will now be undertaken during 2012/2013 and the budget provision of £10,000 will need to be brought forward from 2013/2014.

Car parks resurfacing – This budget has been reviewed in light of a recent condition survey of car parks and an updated timetable for undertaking resurfacing works. Additional budget provision of £226,500 will be required in 2013/2014 and the capital programme will be amended accordingly. There is no impact on the financing of the capital programme as this scheme is funded from reserves.

Housing

The Sewerage infrastructure and surface water drains/ditches budget provides a contingency sum to meet the cost of repairs. The budget has been rephased across the capital programme to make budget provision for each of the years 2012-2017. Rephasing of £20,000 from 2012/2013 and £10,000 from 2013/2014 to provide a budget of £10,000 from 2014-2017.

Performance and Resources

ICT Development Programme – the desktop refresh and operating system upgrade is being rolled out during 2011/2012. The original ICT budget for the desktop refresh was not sufficient to meet the increased cost of the software. The software upgrade has been procured by means of an enterprise agreement with Microsoft with annual payments of £50,000 rather than a lump sum payment. This approach is more cost effective and provides more flexibility to upgrade and purchase additional software products at discounted prices. The first payment will be met from the ICT capital programme and payments 2012-2016 and will be met from ICT reserves.

Regeneration

The capital programme 2012/2013 includes £121,370 for smaller regeneration projects and it is proposed to reduce this budget to £100,000. In addition £50,000 will be rephased to 2013/2014.

The capital programme 2013/2014 set aside £1,000,000 for possible land purchase to assist with the College of West Anglia redevelopment. This budget will be deleted from the programme as grant assistance of £1.5million has been provided to the College in 2011/2013 towards funding the rebuilding works on the Tennyson Avenue campus.

The budget of £400,000 in 2013/2014 for the Ferry car parking scheme will be rephased to 2017/2018.

The Tuesday Market place refurbishment scheme has been reviewed and budget provision of £125,000 rephased from 2012/2013 to 2013/2014.

The budget provision of £500,000 for the Waterfront sea defences will be rephased from 2013/2014 to 2015/2016.

The 2012/2013 programme includes £1,000,000 land contribution for a housing joint venture. It is proposed to delete this budget from the programme until the proposals for a major housing development scheme has been considered by Cabinet later in the year. There is no impact on the funding of the capital programme as the capital resources included £1,000,000 capital receipt in respect of this land, and the capital receipts will amended accordingly.

The 2013/2014 programme includes £375,000 for Lynnsport – master plan/infrastructure and it is necessary to increase the budget provision to £420,000 to meet the estimated costs to re-site the hockey pitch. These works will enable the existing lease terms to be reviewed and remove constraints to any future development.

The budget provision of £150,000 in 2013/2014 for initial development work for a new multi storey car park will be rephased to 2015/2016.

3.3 In refreshing the Financial Plan it is customary to add a third year to the capital programme that is set against available capital resources. During the estimates process in January 2011 a ten year capital programme was prepared and the proposed programme set for 2014/2015 is summarised in the table below.

	2014/2015
	£
Community & Democracy	688,130
Environmental Improvement & Protection	100,600
Housing General Fund	1,375,000
Performance & Resources	100,000
Regeneration	7,050,000
Safer & Healthy Communities	275,000
Total Cabinet 11 January 2011	9,588,730
Amendment September monitoring report see section 1.2 above	(25,000)
Total	9,563,730

3.4 Following the noted review of the Capital Programme, the following amendments are proposed in 2014-2015, in addition to the amendments and rephasing detailed at 2.7 and 3.2 above.

Community and Democracy

A budget of £120,000 was included in 2014/2015 to meet the costs of car park resurfacing works. This budget has been reviewed in light of a recent condition survey of car parks and an updated timetable for undertaking resurfacing works. Budget provision of £12,700 will be rephased from 2014/2015 to 2015/2016.

Housing

The proposed budget in 2014/2015 included for an increase for mandatory housing adaptation assistance, this has been reviewed and the updated budget will be reduced by £150,000. The rephasing from 2011/2012 as detailed at 2.7 above will provide a total budget in 2014/2015 of £1,369,600 which is estimated to meet the projected demand.

A budget of £150,000 was included in 2014/2015 to meet the cost of works to connect sewage treatment works to the main sewer. The budget has been reviewed and it is estimated that the works can be undertaken within a budget of £100,000.

Performance and Resources

The capital programme 2014/2015 includes a budget of £100,000 for ICT development and it is proposed to increase this budget to £150,000.

Regeneration

The 2014/2015 programme and future years includes £100,000 per year for smaller regeneration projects. It is proposed to reduce this budget to £50,000 per year.

The 2014/2015 programme includes budget provision of £6,350,000 for the development of a new multi story car. This project will be rephased back to 2016/2017 pending further review of options and financing.

The budget provision of £500,000 for the Waterfront sea defences will be rephased from 2014/2015 to 2016/2017.

- 3.5 The amendments and rephasing identified above are detailed at Appendix 1

- 3.6 The table below summarises the capital programme 2012-2015 revised for rephasing as detailed at 2.6 above and the amendments and rephasing detailed at 3.2 and 3.4.

Table 4

	Revised Budget 2012/2013 £	Revised Budget 2013/2014 £	Revised Budget 2014/2015 £
Community & Democracy	1,257,440	1,464,200	675,430
Environmental Improvement & Protection	477,140	148,120	100,600
Housing General Fund	1,869,300	1,520,900	1,544,500
Performance & Resources	1,577,500	385,000	200,000
Regeneration	4,578,800	1,920,000	150,000
Safer & Healthy Communities	4,500	0	250,000
Total	9,764,680	5,438,220	2,920,530

4. New Bids on the Capital Programme 2012-2015

- 4.1 The ten year capital programme reflects a longer term view of the requirements of services in maintaining current levels of service standards, together with the schemes previously included within the Decade of Development programme. The ten year programme 2010-2021 reported to Cabinet in January 2011 has been updated to add year 2021/2022 to reflect maintenance/replacement schemes. The ten year programme includes a number of major projects including a new multi story car park, sea defences and Lynnsport infrastructure.
- 4.2 Given the current financial position of the Council and the limited capital resources available, no new bids for new build or major refurbishment schemes were sought. The ten year programme already includes the schemes required to maintain current levels of service.

- 4.3 The following additional schemes are proposed for inclusion in the 2012-2015 capital programme

	2012/2013 £	2013/2014 £	2014/2015 £
Maintenance Schemes			
Flood siren decommissioning	30,000	0	0
Corn Exchange – Replacement of Emergency Lighting	19,500		
Grounds Nursery – the current nursery site is being marketed for development which will generate a capital receipt. It is proposed to build a new nursery on land at Hardwick Narrows	250,000		
Regeneration supports the Corporate Objective ‘ <i>deliver a regeneration programme for King’s Lynn</i> ’			
Derelict land/buildings to bring back into use and improve visual image – initial investment and reinvestment from subsequent sales receipts to fund further schemes	200,000	0	0
Total	499,500	0	0

5. Capital Programme 2011/2015

- 5.1 The table below summarises the revised Capital Programme 2011-2015 including all amendments, rephasing and new bids detailed above. The detailed Programme 2011-2015 is presented at Appendix 1.

	Revised Budget 2011/2012 £	Revised Budget 2012/2013 £	Revised Budget 2013/2014 £	Revised Budget 2014/2015 £
Community & Democracy	1,403,400	1,276,940	1,464,200	675,430
Environmental Improvement & Protection	514,970	477,140	148,120	100,600
Housing General Fund	1,199,600	1,869,300	1,520,900	1,544,500
Performance & Resources	1,039,920	1,857,500	385,000	200,000
Regeneration	2,003,540	4,778,800	1,920,000	150,000
Safer & Healthy Communities	50,500	4,500		250,000
Total	6,211,930	10,264,180	5,438,220	2,920,530

6. Capital Resources 2011-2015

- 6.1 The report to Cabinet on the 21 June 2011 updated the total capital resources available for the period 2011 to 2014. The available resources have been updated to include those that become available in 2014/2015, against which new capital bids would be considered. It has been possible to fund all the new bids listed in section 4 above.
- 6.2 The Table below provides details of the revised estimated capital resources for the period 2011-2015, updated for amendments and rephasing detailed in sections 2 and 3 above and new bids detailed in section 4 above. Where rephasing is made between years the funding will follow. A review of the treasury position has been carried out and as result of the capital rephasing, as well as the exceptional situation in the economy and reduction in interest rates, it is estimated that borrowing costs will be reduced in the current year. These costs will however impact on the later years of the Financial Plan. The revenue budget will be amended as part of the estimates process to reflect this position. These changes will be reported as part of the Budget Report to Cabinet in February.
- 6.3 Risk is inherent in any projections of future funding and risk implications and sensitivity are detailed at section 11 of this report.

	2011/2012	2012/2013	2013/2014	2013/2014	Total
	£'000	£'000	£'000	£'000	£'000
Sources of Finance:					
Specific Capital Grants	577	577	577	577	2,308
Capital Receipts Housing	150	150	150	150	600
Capital Receipts General	1,210	4,790	3,564	1,700	11,264
Temporary Borrowing		1,604	(1,023)	(581)	0
Special Expenses	0	0	285		285
Resources for Specific Schemes	1,450	1,567	1,105	571	4,693
Reserves:					
Capital Reserves	664	156	0	250	1,070
VAT Shelter	2,161	1,420	780	254	4,615
Total Resources Available	6,212	10,264	5,438	2,921	24,835
Revised Capital Programme	6,212	10,264	5,438	2,921	24,835
(Available)/Shortfall in Funding	0	0	0	0	0

6.4 Clearly the council's commitment to the major regeneration schemes means that the disposals programme and generation of capital receipts is crucial to the funding stream over the years.

7. 10 Year Capital Programme

7.1 The overall capital programme now fully incorporates the decade of development schemes as approved at Cabinet on 27 July 2010. A review of these schemes has been undertaken for amendments and rephasing for the period 2011/2022, however in the current economic climate and the reduced flow of capital receipts a detailed review of schemes in the programme for the period 2015/2022 will need to be undertaken. The proposed schemes for a new swimming pool at Lynnsport (£5.5m) and major regeneration works to the Tuesday market place King's Lynn (£1.8m) included in the origin Decade of Development are still deferred beyond 2021/2022 pending available resources. At this time, as detailed at 2 above, the estimate for a new multi story car park (£6.5m) and Waterfront sea defences (£1m) have been rephased to later years of the programme. In order to progress these major schemes additional capital funding will need to become available.

7.2 Proposals for a major housing development scheme which is intended to generate future capital receipts are currently being prepared. A report will be presented to Cabinet later in the year. Until the detail of the proposals are finalised and agreed the estimated capital receipts cannot be confirmed. At this stage the capital resources over the longer term do not include any receipts from housing land sales.

7.3 The full capital programme 2011/2012 to 2021/2022 is presented at Appendix 2.

8. Equality Impact Assessment

8.1 The Council has a statutory requirement to carry out Equality Impact Assessments (EIAs) as part of the service planning and policy proposal processes. This includes significant policy or significant changes to a service and includes potential capital bids, revenue growth bids and proposed reductions in service.

8.2 The Council may be required to carry out an impact assessment if the proposal impacts on any of the following:

- Equalities (including impact on issues of race, gender, disability, religion, sexual orientation, age)
- Community cohesion (whether there is a potential positive or negative impact on relations between different communities)

- 8.3 No new schemes within the 2011/2015 capital programme have been identified as requiring an impact assessment. The relevant service managers, with the assistance of the Policy officers, will review each bid to check and assess any impact of the intended outcome. Although a provisional capital budget will be included in the capital programme, it will be necessary for a report on the impact to be made to Cabinet before the scheme progresses.

9. Prudential Framework

- 9.1 The Prudential Framework for local authority capital investment was introduced as part the Local Government Act 2003 with effect from the 1 April 2004. The key objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of the Council are affordable, prudent and sustainable. The Council will need to demonstrate that treasury management decisions are taken in accordance with good professional practice and that local strategic planning, asset management and proper option appraisal is supported.
- 9.2 Within the Revenue Budget 2011-2015 the Council will enter into unsupported borrowing where it can demonstrate that financial savings can be achieved by outright purchase of equipment, as opposed to the use of an operating lease and the payment of an annual lease. The Capital Programme 2011-2015 includes details of the borrowing under the framework and this is confirmed as being affordable and is included within the Budget and Council Tax calculations.
- 9.3 The proposed borrowing will be met within the Prudential Indicators set as the Operational Boundary (Limit of Borrowing) under the Treasury Management Strategy. The current Operational Boundary in 2011/2012 is set at £32m with a maximum of 60% of the total value being held as short term loans or variable rate loans. The revised Strategy for 2012/2013 will be submitted for approval to Council in March 2012 and will take account of any future borrowing requirements.

10. Financial Implications

- 10.1 The financing arrangements for the capital programme are within budget. Where rephasing is to be made then the funding will follow.
- 10.2 The revenue implications of all capital schemes will be included in the estimates to be reported to the Cabinet meeting on 7 February 2012.

11. Risk Implications and Sensitivity Analysis

- 11.1 Risk is inherent in any projection of future funding. The estimated resources available to fund the capital programme 2011-2015 and the risk implications and sensitivity/consequences are detailed in the table below. The level of risk is based on the impact on the funding of the capital programme 2011-2015 if the resources are not achieved at the estimated level or at the time expected. This section updates the position as reported in the Capital Programme and Resources 2011-2014 report to Cabinet on 21 June 2011.

Source of Funding	Risk Implications and Sensitivity	Level of Risk
Capital Grant	<p>Risk The capital grant and specific grant included in the resources is a contribution towards housing capital expenditure and Disabled Facilities Grants (DFG). The level of grant included for 2011/2012 is based on the confirmed level of grant and future years are included at this the same level. The level of grant is confirmed by Central Government annually and can vary from year to year.</p> <p>Sensitivity/Consequences This funding represents 9% of total general fund resources over the 4 year period. If the level of grants were to vary significantly the budget allocated for DFGs and the proposed schemes within the programme would need to be revised</p>	Medium
Capital Receipts	<p>Risk Capital receipts represent 45% of the general fund resources available over the 4 year period 2011-2015. The actual amount and timing of capital receipts can vary significantly. The achievement of capital receipts is monitored and reported in the monthly monitoring reports to ensure no over commitment.</p> <p>Sensitivity/Consequences Capital receipts represent a high proportion of the total general fund resources available to fund the capital programme. The actual level of capital receipts that are achieved is sensitive to market conditions including demand for land and buildings, values and interest rates. The sum total of capital receipts included in the funding table of £11.2m is a challenging target in the current economic climate. In the event that capital receipts are not achieved at the level or within the year estimated it may be necessary to take on additional temporary borrowing at the prevailing interest rates.</p>	High

Source of Funding	Risk Implications and Sensitivity	Level of Risk
Unsupport- ed Borrowing	<p>Risk The proposed capital programme 2011-2015 includes unsupported borrowing for the purchase of equipment and vehicles.</p> <p>Sensitivity/Consequences The Council will enter into unsupported borrowing where it can demonstrate that financial savings can be achieved by outright purchase of equipment, as opposed to the use of an operating lease and the payment of an annual lease.</p>	Low
Temporary Borrowing	<p>Risk Temporary borrowing is included for cash flow purposes to ensure a balanced funding of the capital programme in each of the financial years and in advance of capital receipts.</p> <p>Sensitivity/Consequences The actual required temporary borrowing will depend on rephasing in the capital programme and capital receipts achieved in each year. Temporary borrowing will be maintained at the minimum level required and reported as part of the outturn. The cost of funding the temporary borrowing is included in the revenue budget and is confirmed as affordable.</p>	Low
Reserves	<p>Risk Contributions from reserves are based on actual balances as at 1 April 2011. In the case of the VAT Shelter, the Council receives a share of the VAT recovered by Freebridge Community Housing from housing improvement works. The monies are held in reserve and will be used to fund capital expenditure. The amounts included in the resources for the period 2011-2015 are based on the continuing programme of improvement works being carried out towards the decent homes standard.</p> <p>Sensitivity/Consequences The reserves are available and as such the sensitivity is low. In the case of the VAT Shelter there is a contractual agreement between the Borough and Freebridge Community Housing for the sharing of VAT reclaimed. In the event that the VAT share was not received as estimated in the capital resources, temporary borrowing would be incurred to ensure a balanced funding of the capital programme in each of the financial years.</p>	Low

- 11.2 Experience shows that the costs of schemes can also vary. Expenditure on the capital programme is included as part of the monthly monitoring report. Any significant variations on individual schemes will be reported and appropriate action taken

12. Policy Implications

The establishment and management of the capital programme is in accordance with the Council's Capital Strategy 2009.

13. Statutory Considerations

None

14. Consultations

Management Team

15. Access to Information

Cabinet Reports
Background Papers (Government Circulars etc)
Budget Book
Monthly Monitoring Reports 2011/2012

Capital Programme 2011-2015

Scheme Title	Programme 2011/2012	Amendments	Rephasing	New Bids	Amended Programme 2011/2012	Amended Programme 2012/2013	Amendments	Rephasing	New Bids	Amended Programme 2012/2013
	£	£	£	£	£	£	£	£	£	£
Community and Democracy										
KL Town Hall - Centre for Civic Activity	167,180		(167,180)							
Guildhall - Re Roofing						198,000				198,000
Town Hall / Archive	500,000		(380,000)		120,000			50,000		50,000
Community and Culture Community Grants in Rural Areas (including MUGA)	81,690				81,690	74,000				74,000
Hunstanton Community Centre	2,500				2,500					
Corn Exchange - External decoration	3,900				3,900					
Walks Stadium - Fencing/Refurb	16,600				16,600					
Fine turf grounds operatives vehicle	17,000				17,000					
Lynnsport - Bowls Hall lighting	17,000		(17,000)					17,000		17,000
Lynnsport - Surface Water Drainage	84,000				84,000					
Play Activities	61,700				61,700					
Refurbish Sports Pavilions	3,760				3,760					
Replace chainlink fences	10,000				10,000					
D/ham Market Leisure Ctr - Refurbishment	6,800				6,800					
St James' Swimming Pool - Refurbishment	15,000				15,000					
Lynnsport - Remedial Works to Main Building & Barn	48,300				48,300					
Oasis - Refurb Toilets & Changing Area	8,400				8,400					
Hunstanton Promenade - Festoon Lighting	15,000				15,000					
West Lynn Boardwalk Refurbishment	70,000				70,000					
Public Art - Maritime Trail	10,000		(10,000)					10,000		10,000
Resort Pay & Display Machine Replacement	75,000				75,000					
Car Parks - Counting Machine - Kings Lynn						10,000				10,000
Car Parks - Counting Machine - Hunstanton						10,000				10,000
Resort - Refurb Crazy Golf Course						18,500				18,500
Corn Exchange - Refurb bars/furniture										
D/ham Market Leisure Centre - Floor/Surface Resealing - Main Hall/Dance Studio										
St James' Pool - Floor/surface replacements										
Guildhall - Replace lighting system										
Oasis - Funcastle Vinyl products replacement										
Resort Car Parks - Pay & Display Machine Replacement										
Car Parks - Resurfacing										
Resort - Vinyl & Banner printer										
Resort - Beach Safety Signage										
Corn Exchange - Emergency Lights									19,500	19,500
Sub Total	1,213,830		(574,180)		639,650	310,500		77,000	19,500	407,000

Capital Programme 2011-2015

Scheme Title	Programme 2011/2012	Amendments	Rephasing	New Bids	Amended Programme 2011/2012	Amended Programme 2012/2013	Amendments	Rephasing	New Bids	Amended Programme 2012/2013
	£	£	£	£	£	£	£	£	£	£
Community and Democracy (contd)										
Schemes which come with Resources										
Arts Centre - Re-roof Shakespeare Barn	11,000				11,000					
Arts Centre - Replacement Fire Alarm system	53,600		(53,600)					53,600		53,600
Public Art	4,700				4,700					
Corn Exchange - Replace refrigerant and software	7,000				7,000					
Grounds Maintenance Equipment	22,640				22,640	34,440				34,440
Grounds Maintenance Vehicles	258,650				258,650	123,050				123,050
Cherry Picker	10,000				10,000					
King's Lynn Town Hall repairs	33,660				33,660					
Hunstanton Replacement Litter Bins	6,800				6,800					
Lynnsport - Car Park & Path Repairs	46,000		(46,000)					46,000		46,000
Lynnsport - Refurbish Dance Studio	20,000				20,000					
St James' Swimming Pool - Fitness Equipment	2,000				2,000					
North Norfolk Car Parking Shared Service	38,100				38,100					
D/ham Market Leisure Ctr -Floor/Surface Resealing - Main Hall/Dance Studio	10,000				10,000					
St James - Pool Plant - UV Water Treatment	30,000				30,000					
St James Pool - Replacement automatic entrance doors and windows	15,000				15,000					
St James Pool - Removal of Asbestos	89,000				89,000					
St James Pool - Replace Air Handling Unit		117,000			117,000					
Lynnsport - Folding chairs refurb/replacement	10,000				10,000					
Lynnsport fitness equipment spin bikes	14,000				14,000					
Lynnsport - Replacement PA system	30,000		(30,000)					30,000		30,000
Lynnsport - Roof Repairs	100,000		(100,000)					100,000		100,000
Corn Exchange - Repair loading bay paving	10,000				10,000					
Corn Exchange - Replacement/repairs seating	14,200				14,200					
Arts Centre -Ex Marketing Office	32,500		(32,500)					32,500		32,500
Car Parks - Resurfacing	22,350		(22,350)			60,000		22,350		82,350
Downham Market Leisure Centre - Replace Dryside Windows						20,000				20,000
Play Areas - Replacement Equipment						30,000				30,000
St James Pool - Combined Heat and Power replacement						80,000				80,000
Lynnsport Parking Barrier						12,000		(12,000)		
Lynnsport - Floor/Surface Replacement - Entrance/Bowls						108,000				108,000
Lynnsport - Replacement of Grounds Maintenance Vehicle						10,000				10,000
Lynnsport - Fire Alarm System Upgrade						10,000				10,000
Corn Exchange - replace moving lights	25,000				25,000					
Corn Exchange - Replace rooftop chiller unit			5,000		5,000	65,000		(5,000)		60,000
Corn Exchange - Replace Followspots						10,000				10,000
Leisure Card - Replacement Card Printers			10,000		10,000	10,000		(10,000)		
Leisure Card - Gladstone server Platform Upgrade						30,000				30,000
Sports Pavilion - Kingsway - Replacement										
Lynnsport -Fitness Equipment										
Lynnsport Bar and Catering										
Lynnsport - Sports Hall - Retractable Dividing Wall								10,000		10,000
Corn Exchange - Replace flying trusses										
Oasis - Pool Covers / Jacuzzi Refurb										
D/ham Market leisure Centre - Replacement Fitness Equipment										
D/ham Market Leisure Centre - Replacement Spin Bikes										
Lynnsport - Retractable seating										
Lynnsport - Replacement of Track Sweeper										
Lynnsport - Sports Hall - Heating Replacement										
Sub Total	916,200	117,000	(269,450)		763,750	602,490		267,450		869,940
Total Community and Democracy	2,130,030	117,000	(843,630)		1,403,400	57 912,990		344,450	19,500	1,276,940

Capital Programme 2011-2015

Scheme Title	Programme 2011/2012	Amendments	Rephasing	New Bids	Amended Programme 2011/2012	Amended Programme 2012/2013	Amendments	Rephasing	New Bids	Amended Programme 2012/2013
	£	£	£	£	£	£	£	£	£	£
Environmental Improvement and Protection										
Environmental Monitoring	59,000		(42,800)		16,200					
Public Conveniences - Improvements	33,700				33,700					
Recycling - Wheeled bins	20,200				20,200					
Street lighting - Tuesday/Saturday market places KL						30,400				30,400
Sub Total	112,900		(42,800)		70,100	30,400				30,400
Schemes which come with Resources										
Garden Waste Composting	8,000				8,000					
Public Cleansing Sweepers/vehicles	539,870		(115,000)		424,870	146,440		115,000		261,440
Recycling Vehicles	12,000				12,000					
Neighbourhood Teams vehicles and equipment						185,300				185,300
Technical Repairs Team - Vehicles										
Sub Total	559,870		(115,000)		444,870	331,740		115,000		446,740
Total Environmental Improvement and Protection	672,770		(157,800)		514,970	362,140		115,000		477,140
Housing General Fund										
Mandatory Assistance - Housing Adaptations and Essential Repairs (including Disabled Facilities Grants)	2,024,200	(79,000)	(959,300)		985,900	1,050,000		319,600		1,369,600
Careline -Replacement Dispersed Alarm Monitoring Equipment	7,100				7,100					
Community Alarms and Assistive Technologies	100,000	69,500	(79,500)		90,000	50,000		40,000		90,000
Estate Roads - Repairs (former HRA)	22,000		(2,200)		19,800	19,500		(9,000)		10,500
STW connection to public sewer										
STW Refurb Marsland St James	250,000		(230,000)		20,000			230,000		230,000
STW decommission redundant sites/Refurb pumping stations	10,000				10,000	25,000				25,000
STW Bircham Newton removal of sludge										
Sewerage Infrastructure & surface water drains/ditches	7,000				7,000	38,800		(20,000)		18,800
Sub Total	2,420,300	(9,500)	(1,271,000)		1,139,800	1,183,300		560,600		1,743,900
Schemes which come with Resources										
Careline - replacement vehicles	9,800				9,800	11,000				11,000
External Solid Wall Insulation Scheme	90,500	9,500	(85,000)		15,000			85,000		85,000
Private Sector Renewal	123,200		(88,200)		35,000			29,400		29,400
Care and Repair - vehicles										
Sub Total	223,500	9,500	(173,200)		59,800	11,000		114,400		125,400
Total Housing General Fund	2,643,800		(1,444,200)		1,199,600	1,194,300		675,000		1,869,300

Capital Programme 2011-2015										
Scheme Title	Programme 2011/2012	Amendments	Rephasing	New Bids	Amended Programme 2011/2012	Amended Programme 2012/2013	Amendments	Rephasing	New Bids	Amended Programme 2012/2013
	£	£	£	£	£	£	£	£	£	£
Performance and Resources										
Investment in General Properties	23,400	(23,400)								
DDA stage 2 works	35,000		(25,000)		10,000	70,000		25,000		95,000
Health and Safety - Council Facilities	62,000				62,000					
Stock Condition Survey - Priority 2 and 3	230,000		(165,000)		65,000	329,500				329,500
ICT Development Programme	766,770	42,250	(63,000)		746,020	150,000		63,000		213,000
Derelict Land and Buildings - Compulsory Purchase	20,000		(20,000)			20,000		20,000		40,000
Purchase development sites	850,000		(850,000)					850,000		850,000
New Nursery Hardwick Narrows									250,000	250,000
Decommission flood warning sirens									30,000	30,000
Sub Total	1,987,170	18,850	(1,123,000)		883,020	569,500		958,000	280,000	1,807,500
Schemes which come with Resources										
ICT Microsoft Enterprise Agreement							50,000			50,000
Installation of solar panels King's Court & Lynnsport	126,900				126,900					
King's Lynn Depot - Fencing	15,000				15,000					
Energy and Efficiency Sustainable Fund	24,400	(24,400)								
Relocation of Grounds Nursery	15,000				15,000					
Sub Total	181,300	(24,400)			156,900		50,000			50,000
Performance and Resources Total	2,168,470	(5,550)	(1,123,000)		1,039,920	569,500	50,000	958,000	280,000	1,857,500

Capital Programme 2011-2015										
Scheme Title	Programme 2011/2012	Amendments	Rephasing	New Bids	Amended Programme 2011/2012	Amended Programme 2012/2013	Amendments	Rephasing	New Bids	Amended Programme 2012/2013
	£	£	£	£	£	£	£	£	£	£
Regeneration										
Conservation Area review & character appraisal project	10,800		(10,800)					10,800		10,800
Hunstanton Regeneration Works to Oldsunway Bridge	114,300				114,300					
	20,000		(20,000)					20,000		20,000
Sub Total	145,100		(30,800)		114,300			30,800		30,800
Growth Point and King's Lynn Regeneration										
Smaller Regeneration Projects	113,290	(30,000)			83,290	121,370	(21,370)	(50,000)		50,000
COWA	500,000		(255,000)		245,000	1,000,000		255,000		1,255,000
Ferry Car Parking										
Bus Station Improvements						500,000				500,000
S106 Contribution						(500,000)				(500,000)
Car Park Signage						190,000				190,000
S106 Contribution						(190,000)				(190,000)
Town centre Public Realm						100,000				100,000
S106 Contribution						(100,000)				(100,000)
Town Centre Signage						50,000				50,000
S106 Contribution						(50,000)				(50,000)
Tuesday Market Place Refurb						200,000		(125,000)		75,000
King's Lynn Waterfront/Regeneration Projects	68,450				68,450					
Waterfront Sea Defences										
Pontoons	150,000		(150,000)					150,000		150,000
Nar Ouse Regeneration Area										
Remediation	200,000	(100,000)			100,000	120,000				120,000
MUGA (Includes Land)	200,000	(140,000)	(50,000)		10,000			50,000		50,000
Millienium Community Construction	550,000	50,000	(100,000)		500,000			100,000		100,000
Utilities	1,250,000	(233,000)	(1,000,000)		17,000	1,000,000		1,000,000		2,000,000
Landscape & Maintenance	475,000	(275,000)			200,000	310,000				310,000
Nar Ouse Way Widening		200,000			200,000					
Other Project Costs	75,500	190,000	(100,000)		165,500			100,000		100,000
Net Total Nar Ouse Regeneration Area	2,750,500	(308,000)	(1,250,000)		1,192,500	1,430,000		1,250,000		2,680,000
Joint Venture		338,000	(338,000)			1,000,000	(1,000,000)	338,000		338,000
Water Attenuation	300,000				300,000					
Lynnsport - Studies/masterplan/infrastructure										
Multi-storey Car Park										
Derelict Land/Buildings - bring back into use/visual image									200,000	200,000
Sub Total Growth Point and King's Lynn Regeneration	3,882,240		(1,993,000)		1,889,240	3,751,370	(1,021,370)	1,818,000	200,000	4,748,000
Sub Total	4,027,340		(2,023,800)		2,003,540	3,751,370	(1,021,370)	1,848,800	200,000	4,778,800

Capital Programme 2011-2015										
Scheme Title	Programme 2011/2012	Amendments	Rephasing	New Bids	Amended Programme 2011/2012	Amended Programme 2012/2013	Amendments	Rephasing	New Bids	Amended Programme 2012/2013
	£	£	£	£	£	£	£	£	£	£
Regeneration contd										
Schemes which come with Resources										
Car Parks - Electronic Handhelds										
Conservation - Repairs to ruins Chapel of St James										
Hardwick Ind Estate - refurbish units Oldmeadow Rd	37,000	(37,000)								
Adoption of Estate Roads - Hamlin Way										
Sub Total	37,000	(37,000)								
Total Regeneration	4,064,340	(37,000)	(2,023,800)		2,003,540	3,751,370	(1,021,370)	1,848,800	200,000	4,778,800
Safer and Healthy Communities										
Gayton Rd Cemetery - Extension	2,000				2,000					
Hardwick Rd Cemetery - Roadways	11,000				11,000					
St Edmundsbury Church DM - Replacement Wall	8,000	(8,000)								
Mintlyn Crematorium - Front of House improvements	4,500				4,500	4,500				4,500
Mintlyn Crematorium - Replace existing 3 Cremators										
St Edmund's Church Hunstanton - Wall and War Memorial	8,000	(8,000)								
Cemeteries - Signage	8,000				8,000					
Sub Total	41,500	(16,000)			25,500	4,500				4,500
Schemes which come with Resources										
Mintlyn Crematorium - Book of Remembrance Room - Refurb	25,000				25,000					
Sub Total	25,000				25,000					
Total Safer and Healthy Communities	66,500	(16,000)			50,500	4,500				4,500
Total Capital Programme	11,745,910	58,450	(5,592,430)		6,211,930	6,794,800	(971,370)	3,941,250	499,500	10,264,180

Capital Programme 2011-2015

Scheme Title	Amended Programme 2013/2014	Amendments	Rephasing	New Bids	Amended Programme 2013/2014	Revised Programme 2014/2015	Amendments	Rephasing	New Bids	Proposed 2014/2015
	£	£	£	£	£	£				£
Community and Democracy										
KL Town Hall - Centre for Civic Activity		(167,180)	167,180							
Guildhall - Re Roofing										
Town Hall / Archive		167,180	330,000		497,180					
Community and Culture Community Grants in Rural Areas (including MUGA)	74,000				74,000	74,000				74,000
Hunstanton Community Centre										
Corn Exchange - External decoration										
Walks Stadium - Fencing/Refurb										
Fine turf grounds operatives vehicle										
Lynnsport - Bowls Hall lighting										
Lynnsport - Surface Water Drainage										
Play Activities										
Refurbish Sports Pavilions										
Replace chainlink fences										
D/ham Market Leisure Ctr - Refurbishment										
St James' Swimming Pool - Refurbishment										
Lynnsport - Remedial Works to Main Building & Barn										
Oasis - Refurb Toilets & Changing Area										
Hunstanton Promenade - Festoon Lighting										
West Lynn Boardwalk Refurbishment										
Public Art - Maritime Trail										
Resort Pay & Display Machine Replacement										
Car Parks - Counting Machine - Kings Lynn										
Car Parks - Counting Machine - Hunstanton										
Resort - Refurb Crazy Golf Course										
Corn Exchange - Refurb bars/furniture	10,000				10,000					
D/ham Market Leisure Centre - Floor/Surface Resealing - Main Hall/Dance Studio						15,000				15,000
St James' Pool - Floor/surface replacements						14,000				14,000
Guildhall - Replace lighting system						20,000				20,000
Oasis - Funcastle Vinyl products replacement						15,000				15,000
Resort Car Parks - Pay & Display Machine Replacement						25,000				25,000
Car Parks - Resurfacing						120,000		(12,700)		107,300
Resort - Vinyl & Banner printer						9,000				9,000
Resort - Beach Safety Signage						15,000				15,000
Corn Exchange - Emergency Lights										
Sub Total	84,000		497,180		581,180	307,000		(12,700)		294,300

Capital Programme 2011-2015										
Scheme Title	Amended Programme 2013/2014	Amendments	Rephasing	New Bids	Amended Programme 2013/2014	Revised Programme 2014/2015	Amendments	Rephasing	New Bids	Proposed 2014/2015
	£	£	£	£	£	£				£
Community and Democracy (contd)										
Schemes which come with Resources										
Arts Centre - Re-roof Shakespeare Barn										
Arts Centre - Replacement Fire Alarm system										
Public Art										
Corn Exchange - Replace refrigerant and software										
Grounds Maintenance Equipment	65,620				65,620	96,630				96,630
Grounds Maintenance Vehicles	60,300				60,300	63,500				63,500
Cherry Picker										
King's Lynn Town Hall repairs										
Hunstanton Replacement Litter Bins										
Lynnsport - Car Park & Path Repairs										
Lynnsport - Refurbish Dance Studio										
St James' Swimming Pool - Fitness Equipment										
North Norfolk Car Parking Shared Service										
D/ham Market Leisure Ctr -Floor/Surface Resealing - Main Hall/Dance Studio										
St James - Pool Plant - UV Water Treatment										
St James Pool - Replacement automatic entrance doors and windows										
St James Pool - Removal of Asbestos										
St James Pool - Replace Air Handling Unit										
Lynnsport - Folding chairs refurb/replacement										
Lynnsport fitness equipment spin bikes										
Lynnsport - Replacement PA system										
Lynnsport - Roof Repairs										
Corn Exchange - Repair loading bay paving										
Corn Exchange - Replacement/repairs seating										
Arts Centre -Ex Marketing Office										
Car Parks - Resurfacing	110,000	226,500			336,500					
Downham Market Leisure Centre - Replace Dryside Windows										
Play Areas - Replacement Equipment	30,000				30,000	30,000				30,000
St James Pool - Combined Heat and Power replacement										
Lynnsport Parking Barrier			12,000		12,000					
Lynnsport - Floor/Surface Replacement - Entrance/Bowls										
Lynnsport - Replacement of Grounds Maintenance Vehicle										
Lynnsport - Fire Alarm System Upgrade										
Corn Exchange - replace moving lights										
Corn Exchange - Replace rooftop chiller unit										
Corn Exchange - Replace Followspots										
Leisure Card - Replacement Card Printers										
Leisure Card - Gladstone server Platform Upgrade										
Sports Pavilion - Kingsway - Replacement	255,000				255,000					
Lynnsport -Fitness Equipment	18,000				18,000					
Lynnsport Bar and Catering	64,000				64,000					
Lynnsport - Sports Hall - Retractable Dividing Wall	10,000		(10,000)							
Corn Exchange - Replace flying trusses	10,000				10,000					
Oasis - Pool Covers / Jacuzzi Refurb	20,000				20,000					
D/ham Market leisure Centre - Replacement Fitness Equipment						100,000				100,000
D/ham Market Leisure Centre - Replacement Spin Bikes						20,000				20,000
Lynnsport - Retractable seating						46,000				46,000
Lynnsport - Replacement of Track Sweeper						10,000				10,000
Lynnsport - Sports Hall - Heating Replacement						15,000				15,000
Sub Total	654,520	226,500	2,000		883,020	381,130				381,130
Total Community and Democracy	738,520	226,500	499,180		1,464,200	688,130		(12,700)		675,430

Capital Programme 2011-2015										
Scheme Title	Amended Programme 2013/2014	Amendments	Rephasing	New Bids	Amended Programme 2013/2014	Revised Programme 2014/2015	Amendments	Rephasing	New Bids	Proposed 2014/2015
	£	£	£	£	£	£				£
Environmental Improvement and Protection										
Environmental Monitoring			42,800		42,800					
Public Conveniences - Improvements										
Recycling - Wheeled bins										
Street lighting - Tuesday/Saturday market places KL										
Sub Total			42,800		42,800					
Schemes which come with Resources										
Garden Waste Composting										
Public Cleansing Sweepers/vehicles	86,100				86,100	41,200				41,200
Recycling Vehicles										
Neighbourhood Teams vehicles and equipment										
Technical Repairs Team - Vehicles	19,220				19,220	59,400				59,400
Sub Total	105,320				105,320	100,600				100,600
Total Environmental Improvement and Protection	105,320		42,800		148,120	100,600				100,600
Housing General Fund										
Mandatory Assistance - Housing Adaptations and Essential Repairs (including Disabled Facilities Grants)	1,050,000		319,600		1,369,600	1,200,000	(150,500)	320,100		1,369,600
Careline -Replacement Dispersed Alarm Monitoring Equipment										
Community Alarms and Assistive Technologies			39,500		39,500					
Estate Roads - Repairs (former HRA)	9,800		700		10,500			10,500		10,500
STW connection to public sewer						150,000	(50,000)			100,000
STW Refurb Marsland St James										
STW decommission redundant sites/Refurb pumping stations	25,000				25,000	25,000				25,000
STW Bircham Newton removal of sludge										
Sewerage Infrastructure & surface water drains/ditches	20,000		(10,000)		10,000			10,000		10,000
Sub Total	1,104,800		349,800		1,454,600	1,375,000	(200,500)	340,600		1,515,100
Schemes which come with Resources										
Careline - replacement vehicles										
External Solid Wall Insulation Scheme										
Private Sector Renewal			29,400		29,400			29,400		29,400
Care and Repair - vehicles	36,900				36,900					
Sub Total	36,900		29,400		66,300			29,400		29,400
Total Housing General Fund	1,141,700		379,200		1,520,900	1,375,000	(200,500)	370,000		1,544,500

Capital Programme 2011-2015										
Scheme Title	Amended Programme 2013/2014	Amendments	Rephasing	New Bids	Amended Programme 2013/2014	Revised Programme 2014/2015	Amendments	Rephasing	New Bids	Proposed 2014/2015
	£	£	£	£	£	£				£
Performance and Resources										
Investment in General Properties										
DDA stage 2 works										
Health and Safety - Council Facilities										
Stock Condition Survey - Priority 2 and 3			165,000		165,000					
ICT Development Programme	150,000				150,000	100,000	50,000			150,000
Derelict Land and Buildings - Compulsory Purchase	20,000				20,000					
Purchase development sites										
New Nursery Hardwick Narrows										
Decommission flood warning sirens										
Sub Total	170,000		165,000		335,000	100,000	50,000			150,000
Schemes which come with Resources										
ICT Microsoft Enterprise Agreement		50,000			50,000		50,000			50,000
Installation of solar panels King's Court & Lynnsport										
King's Lynn Depot - Fencing										
Energy and Efficiency Sustainable Fund										
Relocation of Grounds Nursery										
Sub Total		50,000			50,000		50,000			50,000
Performance and Resources Total	170,000	50,000	165,000		385,000	100,000	100,000			200,000

Capital Programme 2011-2015										
Scheme Title	Amended Programme 2013/2014	Amendments	Rephasing	New Bids	Amended Programme 2013/2014	Revised Programme 2014/2015	Amendments	Rephasing	New Bids	Proposed 2014/2015
	£	£	£	£	£	£				£
Regeneration										
Conservation Area review & character appraisal project										
Hunstanton Regeneration Works to Oldsunway Bridge	500,000				500,000					
Sub Total	500,000				500,000					
Growth Point and King's Lynn Regeneration										
Smaller Regeneration Projects			50,000		50,000	100,000	(50,000)			50,000
COWA	1,000,000	(1,000,000)								
Ferry Car Parking	400,000		(400,000)							
Bus Station Improvements S106 Contribution										
Car Park Signage S106 Contribution										
Town centre Public Realm S106 Contribution										
Town Centre Signage S106 Contribution										
Tuesday Market Place Refurb	500,000		125,000		625,000					
King's Lynn Waterfront/Regeneration Projects Waterfront Sea Defences Pontoons	500,000		(500,000)			500,000	(500,000)			
Nar Ouse Regeneration Area										
Remediation MUGA (Includes Land) Millienium Community Construction Utilities	120,000				120,000					
Landscape & Maintenance Nar Ouse Way Widening Other Project Costs	205,000				205,000	100,000				100,000
Net Total Nar Ouse Regeneration Area	325,000				325,000	100,000				100,000
Joint Venture Water Attenuation Lynnsport - Studies/masterplan/infrastructure Multi-storey Car Park	375,000	45,000			420,000	6,350,000		(6,350,000)		
Derelict Land/Buildings - bring back into use/visual image	150,000		(150,000)							
Sub Total Growth Point and King's Lynn Regeneration	3,250,000	(955,000)	(875,000)		1,420,000	7,050,000	(50,000)	(6,850,000)		150,000
Sub Total	3,750,000	(955,000)	(875,000)		1,920,000	7,050,000	(50,000)	(6,850,000)		150,000

Capital Programme 2011-2015										
Scheme Title	Amended Programme 2013/2014	Amendments	Rephasing	New Bids	Amended Programme 2013/2014	Revised Programme 2014/2015	Amendments	Rephasing	New Bids	Proposed 2014/2015
	£	£	£	£	£	£				£
Regeneration contd										
Schemes which come with Resources										
Car Parks - Electronic Handhelds										
Conservation - Repairs to ruins Chapel of St James										
Hardwick Ind Estate - refurbish units Oldmeadow Rd										
Adoption of Estate Roads - Hamlin Way										
Sub Total										
Total Regeneration	3,750,000	(955,000)	(875,000)		1,920,000	7,050,000	(50,000)	(6,850,000)		150,000
Safer and Healthy Communities										
Gayton Rd Cemetery - Extension										
Hardwick Rd Cemetery - Roadways										
St Edmundsbury Church DM - Replacement Wall										
Mintlyn Crematorium - Front of House improvements						250,000				250,000
Mintlyn Crematorium - Replace existing 3 Cremators										
St Edmund's Church Hunstanton - Wall and War Memorial										
Cemeteries - Signage										
Sub Total						250,000				250,000
Schemes which come with Resources										
Mintlyn Crematorium - Book of Remembrance Room - Refurb										
Sub Total										
Total Safer and Healthy Communities						250,000				250,000
Total Capital Programme	5,905,540	(678,500)	211,180		5,438,220	9,563,730	(150,500)	(6,492,700)		2,920,530

Capital Programme 2011-2015

Scheme Title	Amended Programme 2011/2012	Amended Programme 2012/2013	Amended Programme 2013/2014	Proposed 2014/2015	Proposed 2015/2016	Proposed 2016/2017	Proposed 2017/2018	Proposed 2018/2019	Proposed 2019/2020	Proposed 2020/2021	Proposed 2021/2022
	£	£	£	£	£	£	£	£	£	£	£
Community and Democracy											
Guildhall - Re Roofing		198,000									
Town Hall / Archive	120,000	50,000	497,180								
Community and Culture Community Grants in Rural Areas (including MUGA)	81,690	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000
Hunstanton Community Centre	2,500										
Corn Exchange - External decoration	3,900										
Walks Stadium - Fencing/Refurb	16,600										
Fine turf grounds operatives vehicle	17,000										
Lynnsport - Bowls Hall lighting		17,000									
Lynnsport - Surface Water Drainage	84,000										
Play Activities	61,700										
Refurbish Sports Pavilions	3,760										
Replace chainlink fences	10,000										
D/ham Market Leisure Ctr - Refurbishment	6,800										
St James' Swimming Pool - Refurbishment	15,000										
Lynnsport - Remedial Works to Main Building & Barn	48,300										
Oasis - Refurb Toilets & Changing Area	8,400										
Hunstanton Promenade - Festoon Lighting	15,000										
West Lynn Boardwalk Refurbishment	70,000										
Public Art - Maritime Trail		10,000									
Resort Pay & Display Machine Replacement	75,000										
Car Parks - Counting Machine - Kings Lynn		10,000									
Car Parks - Counting Machine - Hunstanton		10,000									
Resort - Refurb Crazy Golf Course		18,500									
Corn Exchange - Refurb bars/furniture			10,000								
D/ham Market Leisure Centre - Floor/Surface Resealing - Main Hall/Dance Studio				15,000			10,000			10,000	
St James' Pool - Floor/surface replacements				14,000							
Guildhall - Replace lighting system				20,000							
Oasis - Funcastle Vinyl products replacement x25 Over three years				15,000		15,000					
Car Parks - Resurfacing				25,000							
Resort - Vinyl & Banner printer				107,300	23,000	209,000					
Resort - Beach Safety Signage				9,000							
D/ham Market Leisure Ctr - Floor/Surface Replacement - Main Entrance/General/Fitness/Changing					19,000					19,000	
Lynnsport - Floor/Surface Replacement - General areas/Athletic track/Gymnastics					84,000						
Lynnsport - Skatepark replacement ramps					50,000						
D/ham Market Leisure Ctr -Hot Water Calorifier						10,000					
D/ham Market Leisure Ctr -Air Conditioning Fitness Suite						25,000					
D/ham Market Leisure Ctr -Changing Cubicles						15,000					
Corn Exchange - replace current house lighting system						20,000					
Corn Exchange - Replace seating						100,000					
Corn Exchange - Auditorium remedial works/decoration						20,000					
Corn Exchange - Repoint all brickwork						20,000					
Oasis - Fitness Equipment Replacement						125,000					
Oasis - Cafeteria & Poolside Furniture						11,000					
Oasis - Coffee machine						9,000					
Oasis - Pool Chemical Controls & Tanks						17,500					
Oasis - Plant Room Refurbishment inc Controls medium/calorifier						20,000					
St James' Pool - Pool Plant - Replace Filter Medium							32,000				
Oasis - Cafeteria GRP Roof Replacement							20,000				
Oasis - Slide Replacement							50,000				
Oasis - Pool Hall GRP Roof & Air Handling System							80,000				
Oasis - Ice Skate Surface & Boundary							800,000				
D/ham Market Leisure Ctr - Dryside Boiler							65,000		15,000		
D/ham Market Leisure Ctr - Replacement lockers									20,000		
D/ham Market Leisure Ctr - Replacement Entrance Doors									15,000		
Corn Exchange - External decoration									35,000		
Corn Exchange - Auditorium/ BOH decoration									25,000		
Corn Exchange - Replace lighting board									10,000		
Corn Exchange - Replace sound desk									10,000		
Corn Exchange - Replace PA									40,000		
Oasis - Cafeteria Air Conditioning System									12,000		
System/Equipment & Sound System/Floor									23,250		
Resort - Festoon Lighting Promenade										15,000	
Lynnsport - Floor/Surface Replacement - Athletics Track										114,000	
Lynnsport - Resurfacing Car Park					75,000						
Lynnsport - Resurfacing Footway					50,000						
D/ham Market Leisure Ctr - Sports Hall Roof Refurb										100,000	
Corn Exchange - Emergency Lights		19,500									
Sub Total	639,650	407,000	581,180	294,300	375,000	690,500	1,131,000	74,000	279,250	332,000	74,000

Capital Programme 2011-2015

Scheme Title	Amended Programme 2011/2012	Amended Programme 2012/2013	Amended Programme 2013/2014	Proposed 2014/2015	Proposed 2015/2016	Proposed 2016/2017	Proposed 2017/2018	Proposed 2018/2019	Proposed 2019/2020	Proposed 2020/2021	Proposed 2021/2022
	£	£	£	£	£	£	£	£	£	£	£
Community and Democracy (contd)											
Schemes which come with Resources											
Arts Centre - Re-roof Shakespeare Barn	11,000										
Arts Centre - Replacement Fire Alarm system		53,600									
Public Art	4,700										
Corn Exchange - Replace refrigerant and software	7,000										
Grounds Maintenance Equipment	22,640	34,440	65,620	96,630	53,640	15,670	43,010	50,740	25,920	53,530	25,000
Grounds Maintenance Vehicles	258,650	123,050	60,300	63,500	34,500	13,400	159,800	134,000	72,800	102,800	93,960
Cherry Picker	10,000										
King's Lynn Town Hall repairs	33,660										
Hunstanton Replacement Litter Bins	6,800										
Hunstanton Car Parks and Resort Services Vehicle							15,700				
KL off street car parks - vehicles			11,600							13,000	
Lynnsport - Car Park & Path Repairs		46,000									
Lynnsport - new adult/junior fitness equipment							96,000				
Lynnsport - Refurbish Dance Studio	20,000										
St James' Swimming Pool - Fitness Equipment	2,000										
North Norfolk Car Parking Shared Service	38,100										
D/ham Market Leisure Ctr -Floor/Surface Resealing - Main Hall/Dance Studio	10,000										
St James - Pool Plant - UV Water Treatment	30,000										
St James Pool - Replacement automatic entrance doors and windows	15,000										
St James Pool - Removal of Asbestos	89,000										
St James Pool - Replace Air Handling Unit	117,000										
Lynnsport - Folding chairs refurb/replacement	10,000					20,000					
Lynnsport fitness equipment spin bikes	14,000					11,000					11,000
Lynnsport - Replacement PA system		30,000									
Lynnsport - Roof Repairs		100,000									
Corn Exchange - Repair loading bay paving	10,000										
Corn Exchange - Replacement/repairs seating	14,200										
Arts Centre -Ex Marketing Office		32,500									
Car Parks - Resurfacing		82,350	336,500								
Downham Market Leisure Centre - Replace Dryside Windows		20,000									
Play Areas - Replacement Equipment		30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
St James Pool - Combined Heat and Power replacement		80,000									
Lynnsport Parking Barrier			12,000								
Entrance/Bowls Hall/Squash Courts/Tumble track Vehicle		108,000									
Lynnsport - Fire Alarm System Upgrade		10,000									
Corn Exchange - replace moving lights	25,000										
Corn Exchange - Replace rooftop chiller unit	5,000	60,000									
Corn Exchange - Replace Followspots		10,000									
Leisure Card - Replacement Card Printers	10,000										
Leisure Card - Gladstone server Platform Upgrade		30,000									
Sports Pavilion - Kingsway - Replacement			255,000								
Lynnsport -Fitness Equipment			18,000							18,000	
Lynnsport Bar and Catering			64,000							64,000	
Lynnsport - Sports Hall - Retractable Dividing Wall		10,000									
Corn Exchange - Replace flying trusses			10,000								
Oasis - Pool Covers / Jacuzzi Refurb			20,000								
D/ham Market leisure Centre - Replacement Fitness Equipment				100,000							100,000
D/ham Market Leisure Centre - Replacement Spin Bikes				20,000							20,000
Lynnsport - Retractable seating				46,000							
Lynnsport - Replacement of Track Sweeper				10,000							
Lynnsport - Sports Hall - Heating Replacement				15,000							
Lynnsport - Equipment					18,880					14,380	
St James' Pool - Replacement Fitness Equipment							40,000				
St James' Pool - Replacement Spin Bikes							15,000				
Lynnsport - Replace 3G pitch										200,000	
Sub Total	763,750	869,940	883,020	381,130	137,020	90,070	399,510	214,740	128,720	495,710	279,960
Total Community and Democracy	1,403,400	1,276,940	1,464,200	675,430	512,020	780,570	1,530,510	288,740	407,970	827,710	353,960

Capital Programme 2011-2015

Scheme Title	Amended Programme 2011/2012	Amended Programme 2012/2013	Amended Programme 2013/2014	Proposed 2014/2015	Proposed 2015/2016	Proposed 2016/2017	Proposed 2017/2018	Proposed 2018/2019	Proposed 2019/2020	Proposed 2020/2021	Proposed 2021/2022
	£	£	£	£	£	£	£	£	£	£	
Environmental Improvement and Protection											
Environmental Monitoring	16,200		42,800								
Public Conveniences - Improvements	33,700										
Recycling - Wheeled bins	20,200										
Street lighting - Tuesday/Saturday market places KL		30,400									
Sub Total	70,100	30,400	42,800								
Schemes which come with Resources											
Garden Waste Composting	8,000										
Public Cleansing Sweepers/vehicles	424,870	261,440	86,100	41,200	123,000	556,500	230,000	75,800		245,400	
Recycling Vehicles	12,000										
Neighbourhood Teams vehicles and equipment		185,300							207,600		
Technical Repairs Team - Vehicles			19,220	59,400						21,500	66,500
Sub Total	444,870	446,740	105,320	100,600	123,000	556,500	230,000	75,800	207,600	266,900	66,500
Total Environmental Improvement and Protection	514,970	477,140	148,120	100,600	123,000	556,500	230,000	75,800	207,600	266,900	66,500
Housing General Fund											
Mandatory Assistance - Housing Adaptations and Essential Repairs (including Disabled Facilities Grants)	985,900	1,369,600	1,369,600	1,369,600	1,200,000	1,200,000	1,350,000	1,350,000	1,350,000	1,500,000	1,500,000
Careline -Replacement Dispersed Alarm Monitoring Equipment	7,100										
Community Alarms and Assistive Technologies	90,000	90,000	39,500								
Estate Roads - Repairs (former HRA)	19,800	10,500	10,500	10,500							
STW connection to public sewer				100,000							
STW Refurb Marsland St James	20,000	230,000									
STW decommission redundant sites/Refurb pumping stations	10,000	25,000	25,000	25,000	25,000	25,000	25,000				
STW Bircham Newton removal of sludge											
Sewerage Infrastructure & surface water drains/ditches	7,000	18,800	10,000	10,000	10,000	10,000					
Sub Total	1,139,800	1,743,900	1,454,600	1,515,100	1,235,000	1,235,000	1,375,000	1,350,000	1,350,000	1,500,000	1,500,000
Schemes which come with Resources											
Careline - replacement vehicles	9,800	11,000						11,000	12,400		
External Solid Wall Insulation Scheme	15,000	85,000									
Private Sector Renewal	35,000	29,400	29,400	29,400							
Care and Repair - vehicles			36,900							41,400	
Sub Total	59,800	125,400	66,300	29,400				11,000	12,400	41,400	
Total Housing General Fund	1,199,600	1,869,300	1,520,900	1,544,500	1,235,000	1,235,000	1,375,000	1,361,000	1,362,400	1,541,400	1,500,000

Capital Programme 2011-2015

Scheme Title	Amended Programme 2011/2012	Amended Programme 2012/2013	Amended Programme 2013/2014	Proposed 2014/2015	Proposed 2015/2016	Proposed 2016/2017	Proposed 2017/2018	Proposed 2018/2019	Proposed 2019/2020	Proposed 2020/2021	Proposed 2021/2022
	£	£	£	£	£	£	£	£	£	£	£
Performance and Resources											
DDA stage 2 works	10,000	95,000									
Health and Safety - Council Facilities	62,000										
Stock Condition Survey - Priority 2 and 3	65,000	329,500	165,000								
ICT Development Programme	746,020	213,000	150,000	150,000	150,000	150,000	600,000	150,000	150,000	150,000	150,000
Derelict Land and Buildings - Compulsory Purchase		40,000	20,000								
Purchase development sites		850,000									
New Nursery Hardwick Narrows		250,000									
Decommission flood warning sirens		30,000									
Sub Total	883,020	1,807,500	335,000	150,000	150,000	150,000	600,000	150,000	150,000	150,000	150,000
Schemes which come with Resources											
ICT Microsoft Enterprise Agreement		50,000	50,000	50,000	50,000						
Installation of solar panels King's Court & Lynnsport	126,900										
King's Lynn Depot - Fencing	15,000										
Relocation of Grounds Nursery	15,000										
Sub Total	156,900	50,000	50,000	50,000	50,000						
Performance and Resources Total	1,039,920	1,857,500	385,000	200,000	200,000	150,000	600,000	150,000	150,000	150,000	150,000

Capital Programme 2011-2015

Scheme Title	Amended Programme 2011/2012	Amended Programme 2012/2013	Amended Programme 2013/2014	Proposed 2014/2015	Proposed 2015/2016	Proposed 2016/2017	Proposed 2017/2018	Proposed 2018/2019	Proposed 2019/2020	Proposed 2020/2021	Proposed 2021/2022
	£	£	£	£	£	£	£	£	£	£	
Regeneration											
Conservation Area review & character appraisal project		10,800									
Hunstanton Regeneration	114,300		500,000								
Works to Oldsunway Bridge		20,000									
Sub Total	114,300	30,800	500,000								
Growth Point and King's Lynn Regeneration											
Smaller Regeneration Projects	83,290	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
COWA	245,000	1,255,000									
Ferry Car Parking							400,000				
Bus Station Improvements		500,000									
S106 Contribution		(500,000)									
Car Park Signage		190,000									
S106 Contribution		(190,000)									
Town centre Public Realm		100,000									
S106 Contribution		(100,000)									
Town Centre Signage		50,000									
S106 Contribution		(50,000)									
Tuesday Market Place Refurb		75,000	625,000								
King's Lynn Waterfront/Regeneration Projects	68,450										
Waterfront Sea Defences					500,000	500,000					
Nar Loop					1,000,000						
Pontoons		150,000									
Nar Ouse Regeneration Area											
Remediation	100,000	120,000	120,000								
MUGA (Includes Land)	10,000	50,000									
Millenium Community Construction	500,000	100,000									
Utilities	17,000	2,000,000									
Landscape & Maintenance	200,000	310,000	205,000	100,000							
Nar Ouse Way Widening	200,000										
Other Project Costs	165,500	100,000									
Net Total Nar Ouse Regeneration Area	1,192,500	2,680,000	325,000	100,000							
Joint Venture		338,000									
Water Attenuation	300,000										
Marsh Lane - Infrastructure						600,000	600,000				
Lynnsport - Studies/masterplan/infrastructure			420,000		2,000,000	1,500,000					
Lynnsport - Improvements (To allow Use of Land)					1,000,000	1,000,000	665,000	500,000			
Multi-storey Car Park					150,000	6,350,000					
Derelict Land/Buildings - bring back into use/visual image		200,000									
Sub Total Growth Point and King's Lynn Regeneratio	1,889,240	4,748,000	1,420,000	150,000	4,700,000	10,000,000	1,715,000	550,000	50,000	50,000	
Total Regeneration	2,003,540	4,778,800	1,920,000	150,000	4,700,000	10,000,000	1,715,000	550,000	50,000	50,000	

Capital Programme 2011-2015

Scheme Title	Amended Programme 2011/2012	Amended Programme 2012/2013	Amended Programme 2013/2014	Proposed 2014/2015	Proposed 2015/2016	Proposed 2016/2017	Proposed 2017/2018	Proposed 2018/2019	Proposed 2019/2020	Proposed 2020/2021	Proposed 2021/2022
	£	£	£	£	£	£	£	£	£	£	£
Safer and Healthy Communities											
Gayton Rd Cemetery - Extension	2,000										
Hardwick Rd Cemetery - Roadways	11,000										
Mintlyn Crematorium - Front of House improvements	4,500	4,500									
Mintlyn Crematorium - Replace existing 3 Cremators				250,000	1,000,000	750,000					
Cemeteries - Signage	8,000										
Sub Total	25,500	4,500		250,000	1,000,000	750,000					
Schemes which come with Resources											
Mintlyn Crematorium - Book of Remembrance Room - Refurb	25,000										
Sub Total	25,000										
Total Safer and Healthy Communities	50,500	4,500		250,000	1,000,000	750,000					
Total Capital Programme	6,211,930	10,264,180	5,438,220	2,920,530	7,770,020	13,472,070	5,450,510	2,425,540	2,177,970	2,836,010	2,070,460

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Operational	(a) Be entirely within Cabinet's powers to decide	YES	
		(b) Need to be recommendations to Council	NO	
		(c) Be partly for recommendations to Council and partly within Cabinet's powers –	No	
Lead Member: Cllr Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted: Cllr A Beales, Cllr B Long, Cllr V Spikings, Cllr D Pope		
		Other Members consulted: None		
Lead Officer: Ray Harding E-mail: ray.harding@west-norfolk.gov.uk Direct Dial: 01553 616246		Other Officers consulted:		
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications (incl S.17) YES	Equality Impact Assessment required NO	Risk Management Implications NO

Cabinet Date: 7 February 2012

4 NOTICES OF MOTION – 4/11: CLLR IAN MACK AND 9/11: CLLR DAVID COLLIS

Summary

This report considers and makes recommendations to Cabinet concerning the Notice of Motion 4/11 submitted by Councillor Ian Mack to Council on 29 September 2011 and Notice of Motion 9/11 submitted by Cllr David Collis on 27 October 2011. Both resolutions related to representations in the non-parished areas of the Borough, and the perceived need to address the consequent lack of representation at the First Tier Level of Local Government.

Recommendations:

Cabinet is recommended to set up a Cabinet Task Group of 9 Members to give consideration to both Councillors' Notices of Motion, to the issues raised, their financial and resource implications.

Reason for Decision

By enabling the issues raised in the two notices of motion (4/11 and 9/11) to assist the work of Cabinet by thoroughly considering the issues raised.

1 Background

- 1.1 Councillor Ian Mack proposed the following Notice of Motion from Councillor Mack (4/11) on 29 September 2011. The resolution was referred to Cabinet for consideration.

“Council notes:

1) The Localism Bill is currently being considered by Parliament and should receive its Royal Assent later this year.

2) That this Bill when passed will ensure that powers and responsibilities are devolved to the lowest practical level, empowering communities to act to address local issues and to hold to account those who provide public services within their area.

3) That most of the area of the Borough Council of Kings Lynn and West Norfolk has an effective and accountable democratic tier of local community representation, provided by Town and Parish Councils.

4) That there is the ability in the Parished areas for even wider participation in community issues, with public questions at Parish Council meetings and the holding of Parish meetings annually and via petition on specific issues.

5) That at the centre of this Borough, in King’s Lynn and Gaywood, no such tier of Parish or Town Council exists.

Council believes:

1) There is a need to encourage community participation and influence on local services which have such an impact on the quality of life in our communities.

2) That steps need to be taken now to address the inequity of community level democratic representation and participation between Parished and non Parished areas of the Borough.

3) There are actions which this Borough can take ahead of the Localism Bill being enacted to address some aspects of this deficit.

Council Resolves:

1) To establish as a first step, an area committee of this Council to cover the unparished areas of Kings Lynn and Gaywood.

2) To agree that the membership of this committee shall be all Borough Councillors in the wards covering the above areas.

3) That the agenda of each meeting of this area committee shall have an item of suspension of standing orders for public questions and participation.

4) That County Councillors representing King's Lynn and Gaywood be invited to attend the meetings of the area committee.

5) That the terms of reference of this area committee shall include oversight of Borough Council services which are currently provided out the "Special Expenses" levied on the citizens of King's Lynn and Gaywood.

6) That a task and finish group be established once the Localism Bill has been passed and guidance on its implementation received, to examine further what opportunities it may give to the citizens of this Borough in both the Parished and currently unparished areas, including consideration of options for the Parishing of King's Lynn and Gaywood."

1.2 Cllr David Collis proposed the following Notice of Motion (9/11) on 27 October 2011, it too was referred to Cabinet:

"That this Council proceeds to the introduction of First Tier Representation of Non Parished areas of the Borough by means of Town Council/Parish Councils, without further delay".

2 Discussion

2.1 The issues raised were previously considered by Cabinet at its meeting on 7 September 2010. At the meeting a decision was made in response to following Notice of Motion to Council on the 24 June 2010 from Councillor Collis: "That this Council proceeds with the appropriate course of action for the enfranchising of the electorate of King's Lynn to elect Parish Council(s) for identifiable boundaries to represent the King's Lynn area. The body(ies) to have the capacity and powers of like Parishes or Town Councils within the Borough of King's Lynn and West Norfolk".

Cabinet decided that;

"1) In light of the current budgeting constraints to note the resolution but to take no further action.

2) That minor amendments to parish boundaries be considered on a case by case basis."

2.2 On this occasion the Notices of Motion propose somewhat different ways forward, at least in the short term, to address the issue raised.

2.3 There are not insignificant implications in terms of resource availability and capacity arising from both proposals. In order to assist Cabinet in

giving full consideration to the merits of both courses of action it is proposed that a Cabinet Task Group be set up to undertake a full policy development review of all of the issues raised and to report their findings and recommendations back to Cabinet not later than 30 June 2012.

3 Financial Implications

- 3.1 Whilst there are no direct financial implications arising from this report there are clear and significant financial and staffing implications arising from each of the proposals. These will be taken into account by the Task Group as a part of its deliberations.

4 Strategic Implications

- 4.1 There are no strategic implications arising directly from the course of action recommended in this report.

5 Equalities Impact

- 5.1 An equalities impact assessment was not considered necessary in the context of this report.

6 Risk

- 6.1 In referring the two Notices of Motion to the Task Group for in-depth consideration this will help to reduce any risk of a conclusion being reached which does not have a broad consensus of support.

7 Background Papers

- 7.1 Cabinet Report – Community Governance Review 7th September 2010.
Notices of Motion

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Operational	(a) Be entirely within cabinet's powers to decide YES		
		(b) Need to be recommendations to Council NO		
		(c) Be partly for recommendations to Council and partly within Cabinets powers – NO		
Lead Member: Councillor Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial:01553 616327		Other Officers consulted:		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications NO	Equality Impact Assessment reqd NO	Risk Management Implications NO

Date of Meeting: 7th February 2012

5 APPOINTMENT OF REPRESENTATIVE TO KING'S LYNN CONSERVANCY BOARD

Summary

The report seeks the nomination of a representative to serve on the King's Lynn Conservancy Board from 1st February 2012 to the 31st January 2015.

Recommendation

That Cabinet nominate a Borough Council representative to serve on the King's Lynn Conservancy Board from 1st February 2012 until 31st January 2015.

Reason for Decision

To comply with a request from the King's Lynn Conservancy Board.

1. Background

The Council is invited to nominate four representatives in total to serve on the King's Lynn Conservancy Board. Appointments are made for a three year period and representatives are able to serve for three terms, plus a further term if they become the Chairman, those appointments are staggered.

Current Borough Council representation is as follows:

Alderman J Ansell – up until 31st January 2012
Mr I Goodson – up until 31st January 2014
Councillor M Langwade – up until 31st January 2013

Capt. R Payn – up until 31st January 2013

Alderman Ansell's third term of office expires on 31st January 2012. Under the King's Lynn Conservancy Board's Constitution, Alderman Ansell is not eligible to be re-nominated by the Council. The Council has been requested, by the King's Lynn Conservancy Board, to submit a new nomination.

2 Constitution of the Board

The King's Lynn Conservancy Board Constitution states that each representative appointed shall be a person who appears to the Board to have special knowledge, experience or ability appropriate to the efficient, effective and economic discharge by the Board of their functions including in particular (but without prejudice to the generality of the foregoing) special knowledge, experience or ability in one or more of the following matters:

- (a) management of harbours
- (b) industrial and commercial activities
- (c) shipping or other forms of transport
- (d) navigation
- (e) environmental matters affecting harbours and management of water related activities
- (f) administration and finance
- (g) community and leisure interests
- (h) any other skills and matters considered relevant from time to time by the Board to the discharge by them of their functions.

and each appointing body shall secure, so far as reasonably practicable, that the representatives appointed by them respectively will, between them, have special knowledge, experience and ability in a broad and complementary range of matters relevant to the efficient, effective and economic discharge by them of their functions.

3 Background Papers

Letter from King's Lynn Conservancy Board
Outside Bodies database