

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

**CABINET DECISION SHEET**

**Decision Sheet from the Meeting of the Cabinet held on  
Tuesday, 8 January 2013 at 5.30pm in the Committee Suite,  
King's Court, Chapel Street, King's Lynn**

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

1. **MINUTES**

**RESOLVED:** The Minutes of the Meeting held on 4 December 2012 were approved as a correct record and signed by the Chairman.

2. **URGENT BUSINESS**

There was no urgent business.

3. **DECLARATIONS OF INTEREST**

None.

4. **CHAIRMAN'S CORRESPONDENCE**

None.

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

The following Councillors attended under Standing Order 34 for the items shown:

Councillor D J Collis – Item i,  
Councillor P Foster – Items i, iii, iv  
Councillor J Moriarty - Item iii

6. **CALLED IN MATTERS**

None

7. **FORWARD DECISIONS LIST**

The Forward Decision List was noted.

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

i) **Resources and Performance Panel: 2 January 2013**

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

RP96: Procurement Review

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

RP97: Council Tax Technical Reforms To Exemptions And Discounts For Empty Properties And Second Homes

RESOLVED: That Cabinet be informed that the Resources and Performance Panel supports the recommendations as set out in the report to Cabinet, subject to recommendation 7 being amended to read:

7) Delegated authority is given to the Portfolio Holder for Resources in consultation with other Members (to be agreed) to consider individual applications to the Discretionary Hardship Fund.

RP98: Capital Programme And Resources 2012 - 2016

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

ii) **Regeneration, Community and Environment Panel – 3 January 2013**

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

REC112: Mintlyn Crematorium – New Cremator Hall And Cremators

RECOMMENDED:

(1) That the Panel supported the recommendations to Cabinet as follows:

That Cabinet:

- (i) Authorise officers to procure the works laid out in section 3.2 of the report.
- (ii) Approve the procurement timetable laid on in section 4.
- (iii) Requires further reports to Members as laid out in the report.

(2) That consideration be given to 'future-proofing' the Crematorium and that any work involved had due regard to any work that may be required in the future.

(3) That a further update report be presented to Panel in March 2013 and the Panel be given the opportunity to suggest improvements.

## 9. **REPORTS**

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| <p>i) Review of Capital Programme (page 8)</p>   | <p><b>RECOMMENDED:</b> 1) That the amendments to capital schemes and resources for the 2012-2016 capital programme as detailed in the report be approved.</p> <p>2) That new capital bids of £2,925,000 be funded from available capital resources and included in the capital programme 2013-2016.</p> <p><b>Reason for Decision</b></p> <p>To report amendments, rephrasing and resources to the 2012-2016 Capital Programme.</p>                                 |
| <p>ii) Budget 2012/2013 Monitoring (page 38) –</p>   | <p><b>RESOLVED:</b> That the changes, transfers to/from reserves and revised revenue estimates for 2012/2013 as detailed in section 1 of the report be approved.</p> <p><b>Reason for Decision</b></p> <p>Formal approval is required by Cabinet for the amendments to the 2012/2013 revenue estimates. The amendments have been reported to members as part of the monthly monitoring reports for April to October 2012 and are summarised in section 1 below.</p> |
| <p>iii) Council Tax Technical Reforms to Exemptions and Discounts for Empty Properties and Second Homes. (page 49)</p> | <p><b>RECOMMENDED:</b> That the following be approved with effect from 1 April 2013:</p> <p>1) The reduction for empty and unfurnished properties for the first three months after they become empty and unfurnished remains at 100 per cent. Following this no reduction will apply and the full council tax charge will be payable.</p> <p>2) The reduction for uninhabitable</p>   |

properties is reduced from 100 per cent to 50 per cent applicable for 12 months or until the property is reoccupied or habitable again, whichever is sooner.

- 3) The reduction for Long Term Empty Properties is reduced from 50 per cent to zero.
- 4) The reduction for Second Homes without an occupancy restriction is reduced from 10 per cent to 5 per cent.
- 5) The reduction for Second Homes with an occupancy restriction is reduced from 50 per cent to 5 per cent, although the exemption for the period of the occupancy restriction remains unchanged.
- 6) A premium of 50 per cent of the annual council tax is levied for properties empty two years or more, subject to any exceptions in the regulations. (the exact wording of the requirement to be checked for any loopholes).
- 7) Delegated authority is given to the Portfolio Holder for Resources, in consultation with the Ward Member and the Chairman of the Resources and Performance Panel, to consider individual applications to the Discretionary Hardship Fund.

#### **Reason for Decision**

To enact changes to the reductions for second homes and empty properties to raise additional income and support the policy of returning empty properties to use.

The level of 5% in recommendation 4 reflects that this Council would receive a higher level of return via the second homes bonus arrangement with the County Council than by not levying any discount.

Recommendation 6 wording to be checked for any loopholes following

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|  | <p>points raised under Standing Order 34.</p> <p>The amendment to recommendation 7 reflects the comments made by the R&amp;P panel.</p>   |
| <p>iv) New Cremator Hall and Cremators (page 66)</p> | <p><b>RESOLVED:</b> 1) That officers be authorised to procure the works laid out in section 3.2 of the report.<br/> 2) That the procurement timetable laid out in section 4 of the report be approved.<br/> 3) That a further report be presented to Members as laid out in the report.</p> <p><b>Reason for Decision</b><br/> To. Comply with regulations and improve the mercury abatement process. The comments of the REC Panel were taken into account and given full consideration.</p>   |
| <p>v) Procurement Review (page 71)</p>               | <p><b>RECOMMENDED:</b> That the following be approved:<br/> 1) the scope of the exercise as laid out in section 2 of this report.<br/> 2) officers be instructed to carry out a procurement exercise.<br/> 3) officers be instructed to prepare a further report on the outcome of the tender exercise together with a timetable on how the work identified within the tender will be carried out.</p> <p><b>Reason for Decision</b><br/> To contribute towards the Council's ongoing cost reduction programme by reducing the cost of the procurement of goods and services.</p> |
| <p>vi) Timetable of meetings 2013/14 (page 76)</p>   | <p><b>RESOLVED:</b> That the Timetable for the 2013/14 Municipal Year be approved.</p> <p><b>Reason for Decision</b><br/> To enable the decision making process to take place. Cabinet had noted that the time frames for the two Accounts meetings had been expanded to the maximum possible for the timeframes permitted.</p>   |

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| <p>vii) Regeneration and Economic Development Policy Task Group (page 79)</p> | <p><b>RESOLVED:</b> 1) That the existing Task Group examine the Economic and Regeneration stream of work and</p> <p>2) That a further Task Group be established to examine the Heritage Assets stream of work, subject to Group Leaders agreement, made up of 1 Member from each political group (in the event of no agreement, a proportionate 5 member group be set up (4 Con 1 Lab)).</p> <p><b>Reason for Decision</b><br/>Preserving and enhancing the cultural and historical assets of the area is a Council priority, as stated in the Corporate Business Plan 2011-2015. The Heritage Task Group will recommend heritage design guidance to help individuals and organisations wishing to bring forward development prepare proposals that preserve and enhance King's Lynn's heritage.</p> |
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### **EXCLUSION OF THE PRESS AND PUBLIC**

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

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| <p>viii) CNC / Norse Joint Venture (page 82)</p> | <p><b>RESOLVED:</b> 1) That the principle of CNC entering into a Joint Venture arrangement to deliver building control services be approved.</p> <p>2) That the Executive Director for Development and Regeneration, in consultation with the relevant portfolio holder be delegated to negotiate terms of the joint venture company between CNC and Norse Group Limited under section 95 of the Local Government Act 2003, in accordance with the principles contained in this report.</p> <p><b>Reason for Decision</b><br/>To maintain the operational and financial</p> |
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|  | benefits to this Council of CNC whilst maximising the opportunity to generate additional financial returns through the development of a Joint Venture with Norse. |
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**The Meeting closed at 6.44 pm**