



Joint Meeting of the Regeneration & Development and Environment & Community Panel

Agenda

Wednesday, 24th June, 2015
at 6.00 pm

in the

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



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**JOINT MEETING OF THE
REGENERATION &
DEVELOPMENT AND
ENVIRONMENT &
COMMUNITY PANEL
AGENDA**

DATE: JOINT MEETING OF THE REGENERATION &
DEVELOPMENT AND ENVIRONMENT &
COMMUNITY PANEL - WEDNESDAY, 24TH JUNE,
2015

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

TIME: 6.00 pm

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. MINUTES (Pages 1 - 12)

To approve the minutes of the previous meeting.

3. DECLARATIONS OF INTEREST

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

Those declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simple observing the meeting from the public seating area.

4. URGENT BUSINESS

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

5. MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

6. CHAIRMAN'S CORRESPONDENCE

If any.

7. MATTERS REFERRED TO THE PANEL FROM OTHER COUNCIL BODIES AND RESPONSES MADE TO PREVIOUS PANEL RECOMMENDATIONS/REQUESTS

To receive comments and recommendations from other Council bodies, and any responses subsequent to recommendations, which the Panel has previously made.

At the Cabinet meeting on 10 June 2015, the following responses were made to the recommendations from the Panel on the 3 June 2015, on the following items:

(i) CABINET REPORT – FIELDS IN TRUST

PANEL RECOMMENDED: That the Regeneration & Development and Environment & Community Panel support the recommendations to Cabinet as follows:

That Cabinet agrees to:

- a) Enter into a Deed of Dedication with Fields in Trust for the open space shown in Appendix 2 of the report as a Centenary Field.
- b) Delegate authority to the Executive Director, Commercial Services in consultation with the Cabinet Member for ICT Leisure and Public Space to agree the Deed of Dedication with Fields in Trust.

CABINET RESPONSE: The Panel recommendations were taken into consideration when Cabinet considered the item.

(ii) CABINET REPORT – KING'S LYN SURFACE WATER AND HIGHWAY INFRASTRUCTRE IMPROVEMENTS AND MAJOR HOUSING DEVELOPMENT AT LYNNSPORT AND MARSH LANE – COMPULSORY PURCHASE ORDER

PANEL RECOMMENDED: That the Regeneration & Development and Environment & Community Panel supports the recommendations to Cabinet as set out below:

1. That Cabinet authorise the Property Services Manager to acquire the land, or secure rights as necessary, identified within this report, in consultation with the relevant Portfolio Holder.
2. That the Council makes a Compulsory Purchase Order (or Compulsory Purchase Orders) in respect of the parcels of land and interests referred to pursuant to Section 226(1)(a) Town and Country Planning Act 1990.
3. That the Property Services Manager be given delegated authority to make any necessary changes to the Order plan and to the interest which are to be acquired, should further information come to light requiring such amendments, in consultation with the relevant Portfolio Holder(s).
4. That the Legal Services Manager is given delegated authority to make and complete all necessary documents in relation to the private treaty acquisitions and/or the compulsory purchase orders as necessary.

CABINET RESPONSE: The Panel recommendations were taken into consideration when Cabinet considered the item.

(iii) EXEMPT – CABINET REPORT – ACQUISITION OF MORSTON ASSETS SITES AT THE NAR OUSE REGENERATION AREA

PANEL RECOMMENDED: That the Regeneration & Development and Environment & Community Panel supports the recommendations to Cabinet as set out below, with a slight amendment to the wording of recommendation 2:

1. Instruct officers to undertake comprehensive due diligence of the Morston Assets sites including jointly commissioning with the Administrators, detailed site investigations to enable a full assessment of remediation and development costs of the sites.
2. Note conditional offers to the administrators for all of the Morston Assets sites as set out in paragraph 3.1.
3. Subject to the results of the due diligence, delegate authority to the Property Services Manager and Legal Services Manager in consultation with the Leader and Portfolio Holder for Regeneration, to submit revised firm offers to the Administrators to acquire part or all of the Morston Assets land holdings at the Nar Ouse Regeneration Area, subject to the total sum being equal to or less than the sums identified in the conditional offer.
4. Authorise the Legal Services Manager to make and complete all necessary documents in relation to the acquisitions identified in this report.

CABINET RESPONSE: The Panel recommendations were taken into consideration when Cabinet considered the item.

8. **EMERGENCY PLANNING & FLOOD AND WATER MANAGEMENT UPDATE** (Pages 13 - 16)

To receive an update from the Environmental Health Manager (Environment).

9. EXCLUSION OF PRESS AND PUBLIC

To consider passing the following resolution:

“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 involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.

10. EXEMPT - SOUTH QUAY AREA DELIVERY PLAN

To receive information from the Regeneration and Economic Development Manager.

11. RETURN TO OPEN SESSION

12. WORK PROGRAMME AND CABINET FORWARD DECISION LIST (Pages 17 - 22)

To note the Work Programme.

In considering the draft Work Programme Members attention is drawn to the Cabinet Forward Decisions List.

13. DATE OF NEXT MEETING

The next joint meeting of the Regeneration & Development and Environment & Community Panel is scheduled to take Place on Wednesday 22 July 2015 at 6.00pm in the Committee Suite, King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX.

To: Members of the Joint Meeting of the Regeneration & Development and Environment & Community Panel:
Councillors Bambridge, Bower, Collingham, S Collop, Crofts, Fraser, Hipperson, Hopkins, Horsbrugh, Howland, Kunes, Mellish, Moriarty, Rochford, Sampson, Shorting, Smith, Squire, Tilbury, Tyler, Watson, Westrop, Whitby and Wright

Portfolio Holders: Councillors Beales and Long

Officers: O Paparega, D Robson, Management Team

For Further information, please contact:

Democratic Services, King's Court, Chapel Street, King's Lynn, Norfolk.
PE30 1EX
Borough Council of King's Lynn & West Norfolk
King's Court, Chapel Street
King's Lynn PE30 1EX

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BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

JOINT MEETING OF THE REGENERATION & DEVELOPMENT AND ENVIRONMENT & COMMUNITY PANEL

Minutes from the Meeting of the Joint Meeting of the Regeneration & Development and Environment & Community Panel held on Wednesday, 3rd June, 2015 at 6.00 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn

PRESENT: Councillor Mellish (Chairman)
Councillors Bambridge, Bower, Collingham, J Collop, S Collop, Crofts, Fraser, Hipperson, Hopkins, Horsbrugh, Howland, Kunes, Rochford, Sampson, Smith, Squire, Tilbury, A Tyler, Watson, Westrop, Whitby and Wright.

Apologies for absence were received from Councillor Moriarty and Shorting

RD&EC1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Moriarty (J Collop substituting) and M Shorting.

RD&EC2 MINUTES

RESOLVED: The minutes from the Regeneration, Environment and Community Panel Meeting held on 25 March 2015 were agreed as a correct record and signed by the Chairman.

RD&EC3 DECLARATIONS OF INTEREST

Councillors C Crofts, M Hopkins, M Chenery of Horsbrugh and D Whitby declared an interest in item RC&EC8 – Presentation on Internal Drainage Board Boundary Changes as Members Internal Drainage Boards.

Councillor Mrs Watson declared an interest in RC&EC8 – Presentation on Internal Drainage Board Boundary Changes as she was a member of the Norfolk Rivers Board and the Water Management Alliance.

RD&EC4 URGENT BUSINESS

There was none.

RD&EC5 MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

There was none.

RD&EC6 **CHAIRMAN'S CORRESPONDENCE**

There was none.

RD&EC7 **MATTERS REFERRED TO THE PANEL FROM OTHER COUNCIL BODIES AND RESPONSES MADE TO PREVIOUS PANEL RECOMMENDATIONS/REQUESTS**

The Panel noted the responses made by Cabinet to the recommendations from the Regeneration, Environment and Community Panel on 25 March 2015, on the following items:

- NORA Joint Venture
- Air Quality Action Plan
- King's Lynn Innovation Centre

RD&EC8 **PRESENTATION ON INTERNAL DRAINAGE BOARD BOUNDARY CHANGES**

Phil Camamile, Chief Executive of the Water Management Alliance presented the Panels with information on the King's Lynn Drainage Board proposals to extend the Drainage District.

He explained that the proposals were to extend the drainage district to the hydraulic watershed catchment boundary. The benefits of this would be a catchment based approach so that upland areas could be addressed, which would assist with problems before they reached the current Internal Drainage Board area.

Phil Camamile provided an overview of the work that the Internal Drainage Board intended to do in the upland area which included:

- carrying out detailed investigations to scope known drainage problems by working with key partners.
- Prioritising and creating a programme of works.
- Maintenance operations to improve conveyance which could include jetting pipelines, unblocking culverts and removing obstructions, de-silting and weed control.
- Other work which may be required including river narrowing, wetland creation and re-meandering, designed to slow the flow of water moving downstream to the existing district.
- Regulation of development through the use of Byelaws.

The Panels were informed that if the proposals to extend the drainage district were progressed they would be paid for by capital grants, commuted sums and developer contributions, drainage rates and the existing special levy paid by the Borough Council. Phil Camamile explained that it was proposed that more work would be carried out for the same amount of money.

In taking the proposals forward a full consultation would be carried out with the following:

- The Borough Council
- Norfolk County Council
- The Environment Agency
- All Parish Councils
- Occupiers of agricultural land in the upland area.
- Neighbouring Local Authorities
- The General Public

The Internal Drainage Board would be putting together a full consultation plan which would take approximately three months to complete. Following the consultation process a business plan would be created with the Borough Council and Norfolk County Council. Once agreed in principle by the relevant officers another round of consultation would take place involving all those likely to be affected by the proposals.

The Anglian RFCC would then start the statutory process to agree and implement the proposals. Phil Camamile explained that no application to extend the existing boundary would be made unless the Internal Drainage Board received letters of support from the Borough Council, Norfolk County Council and the NFU following the consultation process. Phil Camamile expected that the new arrangements could come into effect in April 2016 if no major objections were received.

The Chairman thanked Phil Camamile for his presentation and invited questions and comments from Members of both Panels, as summarised below.

In response to a question from Councillor Tilbury, Phil Camamile explained that he was unsure of what objections could be received until the consultation process was carried out. He explained that there was a risk to the Borough Council and ratepayers in that if the Internal Drainage Board were unable to keep costs down the special levy could increase. Phil Camamile explained that all feedback he had received so far had been positive and the RFC had supported the proposals in principle.

In response to a question from Councillor Crofts, Phil Camamile commented that he was not intending in taking on any additional members of staff. Instead he hoped that through collaborative working with partners the work could be completed with existing resources.

The Vice Chairman of the Regeneration and Development Panel, Councillor Mrs Wright commented that she supported the proposals and asked what work the Internal Drainage Board would be carrying out within her Ward, Snettisham. She was informed that Snettisham Parish Council had been very proactive and had arranged meetings with the Council and other key partners. The Internal Drainage Board

were aware of the historical drainage issues in Snettisham, particularly those from the area around the church and if the proposals were agreed the Internal Drainage Board would work to rectify any drainage issues.

In response to a query from Councillor Baron Cheney of Horsbrugh, Phil Camamile explained that the boundary extension line followed the watershed contour and as part of the consultation process comments could be made about the proposed boundary line if required. In response to a further question from Councillor Baron Cheney of Horsbrugh, Phil Camamile confirmed that there were closed seasons where the Internal Drainage Board could not carry out works in dykes because of nesting birds.

The Portfolio Holder for ICT, Leisure and Public Space, Councillor Pope commented that consideration should be given to the contributions made by agricultural land owners. Phil Camamile explained that the figures were only estimates at this stage.

In response to a query from Councillor Bambridge, Phil Camamile explained that developer contributions were sought and received at the moment and this would not change.

The Chairman, Councillor Mrs Mellish requested that the Internal Drainage Board continue to keep the Panel updated on progress with the proposals and invited them to attend a future meeting to provide an update.

RESOLVED: (i) That the proposals were noted.
(ii) That the Internal Drainage Board be invited to a future meeting to update the Panel on progress.

RD&EC9 UPDATE ON BLACK BIN RECYCLING

The Corporate Project Officer provided the Panels with an update on Black Bin Recycling.

He reminded those present that the Council had previously entered into a contract with Material Works, but as the contract progressed concerns had been raised over their ability to deliver the required technology. The contract had been extended by three months, after which no further progress had been made and the Council had then ended the contract.

The Chairman thanked the Corporate Project Officer for the update and invited questions and comments from Members of both Panels, as summarised below.

Councillor Crofts asked if there was a need for the Informal Working Group – Black Bin Recycling which had been set up by the

Regeneration, Environment and Community Panel to continue to meet if the Material Works Contract had ended. Councillor Sampson who was a Member of the Informal Working Group commented that he felt the Informal Working Group had served its purpose and recommended that it be disbanded.

The Chairman reminded those present that they would be considering membership and continuation of Informal Working Groups later on in the meeting.

RESOLVED: That the update be noted.

RD&EC10 **CABINET REPORTS**

(i) Cabinet Report - Fields in Trust

The Chief Executive presented the Cabinet report which sought approval to enter into a Deed of Dedication with Fields in Trust (formerly the National Playing Fields Association) for Sports Pitches on the Lynnsport Site.

He explained that further to the work that had taken place to take forward the Major Housing development on the Lynnsport site the Council had agreed that no development would take place on the River Lane sports pitches. The site fitted the eligibility criteria for a Field in Trust and this would ensure that the area was permanently protected. Ownership of the site would remain with the Borough Council. It was proposed that the site would be included within the Fields in Trust Centenary Fields project which was aimed at securing recreational spaces in honour of the memory of those who lost their lives in World War I.

The Portfolio Holder for Regeneration and Industrial Assets, Councillor Beales reminded those present that he had moved an amendment at Full Council to protect the area in question.

The Portfolio Holder for ICT, Leisure and Public Space, Councillor Pope explained that he supported the proposals which would create a permanent green space in the area which could be enjoyed by local residents.

The Chairman thanked the Chief Executive for the report and invited questions and comments from the Panels, as summarised below.

In response to a question from Councillor Bambridge, the Portfolio Holder for ICT, Leisure and Public Space explained that the report only dealt with the area at River Lane. Other areas would need to be considered on their own merits if it was felt that they should be protected.

In response to a question from Councillor Smith, the Chief Executive confirmed that a plaque would be erected on site to inform the public that it was a protected field and would recognise those who lost their lives in World War I.

In response to a question from Councillor Tyler, the Chief Executive and Portfolio Holder confirmed that publicity would also be carried out to raise awareness of the protected field.

RESOLVED: That the Regeneration & Development and Environment & Community Panel supports the recommendations to Cabinet as follows:

That Cabinet agrees to:

- a) Enter into a Deed of Dedication with Fields in Trust for the open space shown in Appendix 2 in the report as a Centenary Field.
- b) Delegate authority to the Executive Director, Commercial Services in consultation with the Cabinet Member for ICT Leisure and Public Space to agree the Deed of Dedication with Fields in Trust.

(ii) Cabinet Report - King's Lynn Surface Water and Highway Infrastructure improvements and Major Housing Development at Lynnsport and Marsh Lane – Compulsory Purchase Orders

The Chief Executive presented the Cabinet report which sought approval to facilitate the delivery of upgrades and improvements to the surface water infrastructure for King's Lynn and the provision of additional surface water storage capacity. He explained that the report considered two pieces of land that would need to be acquired in order to take forward the Housing Development at Lynnsport and Marsh Lane. The first site was required for the pumping station. The site was currently not owned by the Council, nor the Water Management Alliance. The report sought authority for the site to be acquired by the Council through the use of Compulsory Purchase Order powers if required.

The other piece of land to be acquired was to facilitate the widening of the drain in order to comply with a one in two hundred year event. The proposal was to widen the drain in order to increase capacity. Discussions were ongoing with the land owner regarding the Council acquisition of the land and it was hoped that an agreement would be negotiated. If necessary Compulsory Purchase Order powers could be utilised to acquire the site, but it was hoped that this would not be necessary.

The Chief Executive explained that the owners of the site for the pumping station could not be identified, so the only way to effectively acquire the site was through a Compulsory Purchase Order. As part of the Compulsory Purchase Order the site would have to be advertised, which may result in the owner coming forward. If the owner emerged

further down the line once the site had been acquired by the Council the Council would pay them the current market value of the site, the funds for this would be ringfenced.

The Chairman thanked the Chief Executive for his report and invited questions and comments from the Panels, some of which are summarised below.

In response to a question from Councillor Crofts, the Chief Executive explained that in both cases it had been proven that the land was essential for development of the site and this would allow Compulsory Purchase Powers to be utilised if required.

Councillor Mrs Watson asked if the Council had been maintaining the parcel of land, for which the owner could not be identified, should the piece of land not be transferred to the Councils ownership. The Chief Executive commented that the Property Services Manager had advised that using Compulsory Purchase Order powers was the most effective way of acquiring the site.

In response to a question from Councillor Tyler, the Corporate Project Officer explained that landscaping would take place around the pumping station and a safety audit had been carried out for the new road, as a result of the safety audit measures such as turning arcs had been included into the scheme for the pumping station.

The Portfolio Holder for Environment, Councillor Long explained that the pumping station was critical for the town centre and without the infrastructure none of the development would be able to go ahead due to the risk of flooding.

In response to a question from the Chairman, the Corporate Project Officer explained that if the land owner and Council could come to an agreement regarding the widening of the drain, it would be cheaper than going down the route of a Compulsory Purchase Order.

RESOLVED: That the Regeneration & Development and Environment & Community Panel supports the recommendations to Cabinet as set out below:

1. That Cabinet authorise the Property Services Manager to acquire the land, or secure rights as necessary, identified within this report, in consultation with the relevant Portfolio Holder.
2. That the Council makes a Compulsory Purchase Order (or Compulsory Purchase Orders) in respect of the parcels of land and interests referred to pursuant to Section 226(1)(a) Town and Country Planning Act 1990.
3. That the Property Services Manager be given delegated authority to make any necessary changes to the Order plan and to the interest which are to be acquired, should further information come to light

requiring such amendments, in consultation with the relevant Portfolio Holder(s).

4. That the Legal Services Manager is given delegated authority to make and complete all necessary documents in relation to the private treaty acquisitions and/or the compulsory purchase orders as necessary.

(iii) Exclusion of the Public and Press

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 involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

(iv) EXEMPT Cabinet Report – Acquisition of Morston Assets Sites at the Nar Ouse Regeneration Area

The Chief Executive presented the Cabinet Report which considered the acquisition of the sites from Morston Assets Administrators in order to facilitate the comprehensive redevelopment of the Nar Ouse Site.

The Chief Executive provided those present with information on background to the NORA site, including information on ownership of the parcels of land on the site and the remediation work which had been carried out on the site. The Chief Executive provided information on the development which had taken place on the site and included housing development, green space, a restaurant and most recently the commencement of works to the King's Lynn Innovation Centre.

The Portfolio Holder for Regeneration and Industrial Assets, Councillor Beales explained that he felt that it was important that the Council acquire the sites available and it was unlikely that the private sector would be able to carry out the required remediation works to bring the sites to a developable standard.

The Chairman thanked the Chief Executive for his report and invited questions and comments from Members of both Panels.

In response to a question from Councillor Mrs Watson, the Corporate Project Officer explained that site inspections were held on an annual basis to determine if there was a Japanese Knotweed problem. Incidents were dealt with as identified.

In response to a further question from Councillor Mrs Watson, the Portfolio Holder for Regeneration and Industrial Assets explained that if housing was to be delivered on parts of the site it would be up to the Council to decide if affordable housing was to be provided and this would have an impact on the return Capital sums to the Council.

In response to a question from Councillor Mrs Bower, the Chief Executive provided the Panel with an overview of matters outstanding with Morston Assets, including the implications of previous agreements made with them.

In response to a question from Councillor Smith, the Portfolio Holder for Regeneration and Industrial Assets confirmed that the Brick Kiln on the NORA site was a listed building and would be protected. He acknowledged that the NORA site was the main route into the town centre and it was therefore important that it presented the right image for King's Lynn. He accepted that this would be a long term process and reminded those present that work had now started on the King's Lynn Innovation Centre which would be a flagship building on the approach to the town.

Councillor Collop explained that he felt it was important for all Members to be involved in the decision making process for development on the NORA site. He suggested that a future Council pre-briefing be arranged to provide Members with the full history of the NORA site. The Portfolio Holder for Regeneration and Industrial Assets, Councillor Beales agreed that it would be useful to hold a briefing for all Councillors on the history of the NORA site. He reminded those present that the report being considered would require full Council approval.

In response to a question from the Chairman, the Chief Executive explained that it was important to keep the process moving, therefore the recommendations within the report afforded officers and Portfolio Holders the flexibility to deal with the process of acquisition. The Chief Executive explained that a conditional offer had been put in on the land, but this would be subject to further discussions.

The Chief Executive suggested that the first word of recommendation two be changed from *Confirm* to *Note* as there would be further negotiations.

In response to a question from Councillor Mrs Watson, the Chief Executive explained that advice from the Section 151 officer would be sought on how best to obtain the funds for the acquisition of the sites and this would be included in a future Cabinet report.

Councillor Bambridge asked if the possible provision of housing on the site would have an impact on the Local Development Framework. The Portfolio Holder for Regeneration and Industrial Assets explained that the Local Development Framework was at examination stage, so could not be changed, but it did open up options on where housing could be delivered in the future.

RESOLVED: That the Regeneration & Development and Environment & Community Panel supports the recommendations to Cabinet as set

out as follows, with a slight amendment to the wording of recommendation 2:

1. Instruct officers to undertake comprehensive due diligence of the Morston Assets sites including jointly commissioning with the Administrators, detailed site investigations to enable a full assessment of remediation and development costs of the sites.
2. Note conditional offers to the administrators for all of the Morston Assets sites as set out in paragraph 3.1.
3. Subject to the results of the due diligence, delegate authority to the Property Services Manager and Legal Services Manager in consultation with the Leader and Portfolio Holder for Regeneration, to submit revised firm offers to the Administrators to acquire part or all of the Morston Assets land holdings at the Nar Ouse Regeneration Area, subject to the total sum being equal to or less than the sums identified in the conditional offer.
4. Authorise the Legal Services Manager to make and complete all necessary documents in relation to the acquisitions identified in this report.

RETURN TO OPEN SESSION

RD&EC11 APPOINTMENT OF MEMBERS TO SERVE ON INFORMAL WORKING GROUPS - 2015/2016

The Chairman reminded those present that the Regeneration, Environment and Community Panel had established two Informal Working Groups – Black Bin Recycling and Markets.

Councillor Sampson, Member of the Black Bin Recycling Informal Working Group, commented that he felt that the Informal Working Group had now served its purpose and recommended that it be disbanded. He commented that it could be reformed in the future if the need arose.

The Portfolio Holder for Environment, Councillor Long explained that Norfolk County Council were the waste disposal Authority and they were looking at alternative ways to recycle black bin waste.

RESOLVED:

- (i) That the Panel agree to continue with the operation of the Markets Informal Working Group.
- (ii) That the membership of the Markets Informal Working Group for 2015/2016 be:
Councillors Mrs Watson (Chairman), Bambridge, Bubb and Mrs A Wright.
- (iii) That the Black Bin Recycling Informal Working Group be disbanded.

RD&EC12 **NOMINATIONS TO OUTSIDE BODIES**

The Chairman invited the Panels to nominate representatives to participate in the outside bodies and partnerships which fall within the Panel's remit.

The nominations would be presented to the Full Council meeting on 25 June 2015:

RESOLVED: That the following nominations be presented to the Full Council meeting on 25 June 2015:

- Borough Council/College of West Anglia Liaison Board (1 member) : Councillor Mrs Watson
- Kings Lynn and West Norfolk Area Museums Committee (3 members): Councillors Mrs A Wright, Wing-Pentelow and A Tyler
- Norfolk County Council – Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel (1 member plus substitute): no nominations put forward
- Norfolk Health Overview and Scrutiny Committee (1 member plus substitute): Councillor Mrs Young and no nomination put forward for substitute.
- West Norfolk Community Transport Project (1 member): Councillor Moriarty
- West Norfolk Disability Forum (5 members): Councillors Miss Sandell, Mrs Fraser, Bubb, Baron Chenery of Horsbrugh and Mrs Squire.

RD&EC13 **WORK PROGRAMME AND CABINET FORWARD DECISION LIST**

The Chairman invited Members of the Panel to contact her if they have any items that they would like to add to the work programme.

RESOLVED: The work programme and forward decision list was noted.

RD&EC14 **DATE OF NEXT MEETING**

The next joint meeting of the Regeneration & Development and Environment & Community Panel was scheduled to take place on Wednesday 24 June 2015 at 6.00pm in the Committee Suite, King's Court, Chapel Street, King's Lynn, PE30 1EX.

The meeting closed at 7.55 pm

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POLICY REVIEW & DEVELOPMENT REPORT

Type of Report: Monitoring	Portfolio(s): Environment
Author Name: Dave Robson	Consultations: Cllr B Long, Geoff Hall
Tel: 01553 616302	
Email: dave.robson@west-norfolk.gov.uk	
OPEN / EXEMPT (delete as appropriate)	

PR&D Panel: Regeneration and Development & Environment and Community Panel
Date: 24th June 2015
Subject: Emergency Planning & Flood and Water Management Update

Summary

This report provides an annual update on Emergency Planning and Flood & Water Management

Recommendations

That the ongoing work within Emergency Planning and Flood and Water Management Teams be noted.

1.0 Background

1.1 This report outlines the on-going work within the areas of Emergency Planning and Flood and Water Management Teams.

2.0 Emergency Planning

2.1 The Borough Council is a Category 1 responder under the Civil Contingencies Act 2004 and has a duty to develop and maintain plans for the purpose of ensuring that if a civil emergency occurs, we are able to respond as part of the multi-agency response.

2.2 To ensure the Council can fulfil this duty, officers from Emergency Planning (EP) participate and contribute to the Norfolk Resilience Forum (NRF). The NRF is a multi-agency forum which maintains several emergency plans, provides training to officers and promotes community resilience. The NRF has its own dedicated website as a “one stop shop” for advice, see <http://www.norfolkprepared.gov.uk/> .

2.3 The NRF has prepared a Community Risk Register for Norfolk which examines local risks and highlights which local risks are very high, high, medium or low risk. The very high risks are tidal flooding and pandemic flu. This process is under constant review and therefore local risks may change over time.

2.4 The Borough Council has its own Emergency Response Plan which is updated annually and has access to 11 sites across the Borough which can be used as rest centres in the case of an emergency.

2.5 EP officers over the last 12 months have dealt with:

- 31 Environment Agency Flood Alerts/ Warnings across the Borough
- 24 Met Office Weather Warnings
- 15 incidents/ emerging issues
- Prepared and published joint Flood Warning leaflet with the Environment Agency

2.6 EP officers attended 7 multi-agency training exercises.

2.7 EP officers participated in 7 multi-agency public engagement events primarily aimed at improving community resilience to local flood risks. Officers with colleagues from the Environment Agency also visited 27 caravan sites located in flood risk areas to promote the flood warnings service and business continuity.

2.8 EP officers administer the Borough Council Emergency Warden's Group which is made up of 15-20 volunteers who provide assistance in several ways such as; Rest Centre Managers, assist in setting up and running a rest centre, assisting Police with PEN evacuations, assisting in providing radio communication and loggist, to name a few. 6 training events are provide to the group each year.

3.0 Business Continuity

3.1 EP officers attend the Corporate Business Continuity Group to provide technical advice and training. This area of work is ongoing and is reported through the Audit & Risk Panel.

4.0 Safety Group

4.1 EP officers chair and administer the multi-agency West Norfolk Public Event Safety Advisory Group (PESAG). The aim of this group is to provide a one stop shop for event organisers to submit their safety plans and receive peer review advice from a number of agencies which include Norfolk Police, Norfolk Fire & Rescue, East of England Ambulance, Environmental Health (Noise, Food Safety, Health & safety, Licensing), Norfolk County Council (Highways and Public Health) and other agencies as required.

4.2 Over the last 12 months PESAG has administered 104 events across the Borough. These ranged in size from smaller village fetes with a few hundred patrons to the larger events such as Sandringham Flower Show, Festival Too and RAF Feltwell with patrons numbering in the tens of thousands.

5.0 Flood & Water Management

5.1 The Tidal Surge Recovery has almost been completed with the last Repair and Renewal grant being administered in June 2015.

As part of the recovery from the December 2013 tidal surge the following work has been completed:

- 55 Repair and Renewal Grants have been processed, protecting 62 properties, totalling £226,685.65. 3 Community schemes were processed.
- In addition to each property receiving a site survey as part of the application, 16 properties have received site audits to check the flood prevention measures have been installed correctly.
- 6 Business Support Scheme applications were processed with a total of £7,782.88 being awarded.
- 14 applications through the EDP led Norfolk and Lowestoft Flood Recovery Fund have been processed granting a total of £13,316.47.
- A multi-agency emergency plan for Three Crowns House, South Quay, King's Lynn has been completed and advice given to the residents.

5.2 The following works have been completed to Hunstanton since the last report:

- Repairs to Hunstanton sea defence were completed in October 2014 totalling £133,460.34.
- A survey to identify any repair works to the sea defence was carried out in March 2015.
- Tenders for repair works to the sea defences have been submitted and a contractor will be appointed in the near future to complete identified repairs from September 2015.
- 17 new metal flood gates have been installed to the Hunstanton sea defences during May/June 2015 at a total cost of £138,915.00

5.3 The Wash East Coastal Management Strategy has been adopted by the Borough Council and is in the final stages of being adopted by Environment Agency. This strategy provides the framework to manage the coast from Old Hunstanton to Wolferton Creek in three distinct areas; Hunstanton Cliffs, Hunstanton Promenade and the shingle ridge which runs from Heacham to Wolferton. The details of the strategy have been reported previously. A Project Team will oversee the works at Heacham/Snettisham and a Funding Group and Stakeholder Group are to be set up which will oversee the implementation of the strategy. Funding has been secured for 2015/16. A Community Interest Company has been set up to provide part of the ongoing funding needs with the remainder being supplied by the EA and Borough Council.

5.4 Officers and Members have continued to attend various regional and national coastal groups such as the EACG, the Anglian Coastal Monitoring Group and the LGA Coastal SIG.

5.5 Officers and members have also continued to participate in the Surface Water Stakeholder Groups administered by Norfolk County Council as the Lead Local Flood Authority (LLFA).

5.6 During 8th & 9th August 2014 a series of heavy thunderstorms caused surface water flooding at several locations across the Borough. EP officers were called to a multi-agency Tactical Group meeting at Downham Market Police Station to respond to the incident along with Police, Fire, Ambulance and Norfolk County Council colleagues.

5.7 Borough Council Officers again provided help relocating affected residents and administering grants to 16 properties who received a total of £4,515.00 from the Norfolk and Lowestoft Flood Recovery Fund.

5.8 Borough Council Officers visited several of the affected properties and also helped in identifying the cause of the flooding to pass on to the Norfolk County Council as the LLFA who have recently published a draft report on to the incident and this will be published in the near future.

5.9 The Corporate Flood and Water Management Group (CF&WMG) have met quarterly over the last year. The group is made up from officers from various teams across the Council including Emergency Planning, Public Open Space, Property Services, Planning, Finance, Flood & Water Management & Community Safety & Neighbourhood Nuisance. The main focus of the group over the last year has been on the tidal surge recovery and this has made co-operation and co-ordination across the various Council Departments much easier.

5.10 The CF&WMG have also responded to a number of Environment Agency consultations about Flood Risk Management and River Basin Management plans.

5.11 The CF&WMG have also recently provided peer review comments to the Chief Executive on the proposed King's Lynn IDB expansion plans to extend the drainage district.

5.12 The CF&WMG have recently considered the proposed implementation of Sustainable Drainage Systems. This was originally a recommendation of the Pitt Review that a SUDS approval body be set up to issue consents. The new scheme has been introduced as part of the existing planning control regime and therefore the impacts on the Borough Council will fall on the Planning Development Control area.

5.13 Officers have continued to work with the LLFA to finalise the King's Lynn & West Norfolk Settlements Surface Water Management Plan and in responding to their draft Flood Risk Management Strategy for Norfolk.

REGENERATION & DEVELOPMENT AND ENVIRONMENT & COMMUNITY JOINT WORK PROGRAMME 2015/2016

3 June 2015

- Nominations to Outside Bodies
- Membership of Informal Working Groups
- Update on Black Bin Recycling – Dale Gagen
- Presentation on Internal Drainage Board Boundary Changes – Phil Camamile
- Cabinet Report – Fields in Trust
- Cabinet Report – Compulsory Purchase Order - Lynnsport
- EXEMPT Cabinet Report – Acquisition of Morston Assets Sites at NORA

24 June 2015

- Flood and Emergency Planning Update – Dave Robson
- South Quay Area Delivery Plan – Ostap Paparega

22 July 2015

- Joint working with Norfolk Constabulary and SNAP updates – John Greenhalgh
- Leisure Trust Update
- Local Authority Company – Alive Management Update
- Update on toilet refurbishments in the Borough – C Bamfield
- Highways Works – Quentin Brogdale
- Air Quality Annual update – Dave Robson
- Food Safety Team Annual Update – last went to Panel March 2014

2 September 2015

- King's Lynn Town Centre Action Plan
- Update on the work of the Norfolk Coast Partnership – Tim Venes
- Derelict Land and Buildings Group – 6 monthly update (last went to Panel in February 2015)

30 September 2015

- Norfolk Rural Development Strategy Update and Local Strategy for the West Norfolk LEADER Programme – Eliska Cheeseman – Norfolk County Council

28 October 2015

- Environmental Statement (last considered October 2014) – Melvin Harrison

25 November 2015

- Leisure Trust Update
- Local Authority Company – Alive Management - Update

6 January 2016

- Norfolk Museums Service Update – last considered Jan 2015 – Robin Hanley

27 January 2016

- Capital Programme
- Budget
- Update on Homelessness – last considered on 7th January 2015

24 February 2016**23 March 2016**

- Annual Feedback Reports from Outside Bodies
- Food safety team Annual Update – last considered March 2014.

20 April 2016

To be confirmed

- Tour of the NORA Housing site and King's Lynn Innovation Centre.
- Hansa Weekend Celebrations – report on success of the event and benefits to the Borough. – all Councillors to be invited.
- Report on the King's Lynn Transport Interchange Project – overview of project – all Councillors to be invited.

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FORWARD DECISIONS LIST

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
10 June 2015	Purchase of Land – King’s Lynn		Key	Council	Regeneration Chief Executive		Exempt - Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Appointments to Outside Bodies		Non	Cabinet	Leader Chief Executive		Public
Page 21	Land Acquisition by way of Compulsory Purchase Order (General Vesting Declaration) – Land to the north of Lynn Sport site, King’s Lynn		Non	Council	Regeneration Exec Dir- C Bamfield		Public
	Fields in Trust		Non	Cabinet	ICT Leisure and Public Space Exec Dir – C Bamfield		Public
	Revenue and Capital Outturn		Key	Council	Leader Asst Dir – L Gore		Public
	Review of Overview and Scrutiny		Non	Council	Leader Chief Executive		Public
	Officer Employment Rules Amendment		Non	Council	Leader Monitoring Officer		Public
	Appointment of Task Groups and Joint Employee and Joint Safety Committee		Non	Cabinet	Leader Chief Executive		Public

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
28 July 2015	Contract Standing Orders Update		Non	Council	Leader Asst Dir – L Gore		Public
	Treasury Outturn report		Key	Cabinet	Leader Asst Dir – L Gore		Public
	Residential Caravan Site Licensing	Report following consultation process	Non	Council	Housing and Community Chief Executive		Public
	Freebridge Community Housing – Council Representation		Non	Cabinet	Housing & Community Chief Executive		Public
	Constitutional Matters Member/Officer Protocol Planning Protocol Standing Orders Update Scheme of Delegation Update		Non	Council	Leader Chief Executive		Public

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Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
9 September 2015	The Statement of Community Involvement		Non	Cabinet	Development Exec Director G Hall		Public