

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



Environment and Community Panel

Agenda

Wednesday, 12th October, 2016
at 6.00 pm

in the

**Committee Suite
King's Court
Chapel Street
King's Lynn
PE30 1EX**



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

Tuesday, 4 October 2016

Dear Member

Environment and Community Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 12th October, 2016 at 6.00 pm** in the **Committee Suite, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Appointment of Vice Chairman for the meeting

2. Apologies for absence

To receive any apologies for absence.

3. Minutes (Pages 6 - 12)

To approve the minutes of the previous meeting.

4. 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 simply observing the meeting from the public seating area.

5. Urgent Business

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

6. 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.

7. Chairman's Correspondence

If any.

8. Access to Rural Health Services Scrutiny (Pages 13 - 14)

The Council have been invited by the Rural Services Network to take part in scrutinising issues surrounding rural health and rural access to health services. The CCG have been invited to attend the Meeting.

The project aims to produce a report which can be used to campaign on behalf of rural communities and can also be presented to the All Party Parliamentary Group on Rural Services. It will also be shared at the Rural Assembly meeting of the Rural Services Network.

The project brief is attached.

9. Grounds Maintenance Review (Pages 15 - 22)

10. Work Programme (Pages 23 - 24)

11. Date of the next meeting

To note that the next meeting of the Environment and Community Panel is scheduled to take place on **23rd November 2016 at 6.00pm** in the Committee Suite, King's Court, Chapel Street, King's Lynn, PE30 1EX.

To:

Environment and Community Panel: Miss L Bambridge (Vice-Chairman), Mrs C Bower, A Bubb, Mrs S Collop, Mrs S Fraser, G Hipperson, M Hopkins, J Moriarty, P Rochford, C Sampson (Chairman), T Smith and A Tyler

Portfolio Holders:

Councillor Nockolds – Portfolio Holder for Culture, Heritage and Health

Appropriate Officers:

Chris Durham – Operations Manager
Ray Harding – Chief Executive
Honor Howell – Assistant Director
Sarah Moore – Operations Manager

By Invitation:

Sue Crossman – CCG – Item 8
Members of the King's Lynn Area Consultative Committee – Item 9

Executive Directors

Press

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ENVIRONMENT AND COMMUNITY PANEL

**Minutes from the Meeting of the Environment and Community Panel held on
Wednesday, 31st August, 2016 at 6.00 pm in the Committee Suite, King's
Court, Chapel Street, King's Lynn**

PRESENT: Councillors C Sampson (Chairman),
Miss L Bambridge, Mrs C Bower, A Bubb, Mrs S Collop, Mrs S Fraser,
G Hipperson, J Moriarty, P Rochford, T Smith and A Tyler

Portfolio Holders

Councillor A Beales - Deputy Leader and Portfolio Holder for
Regeneration and Industrial Assets

Councillor R Blunt - Portfolio Holder for Development

Councillor Mrs E Nockolds – Portfolio Holder for Culture, Heritage and
Health

Officers:

Chris Bamfield – Executive Director

Barry Brandford – Waste and Recycling Manager

Ray Harding – Chief Executive

Honor Howell – Assistant Director

John Hussey – Operations Manager

Nathan Johnson – Public Open Space Manager

EC25: **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Hopkins,
Lawrence, Long and Mrs Mellish.

EC26: **MINUTES**

RESOLVED: The minutes from the meeting held on 6th July 2016 were
agreed as a correct record and signed by the Chairman.

EC27: **DECLARATIONS OF INTEREST**

There was none.

EC28: **URGENT BUSINESS**

There was none.

EC29: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Bird – EC33.

Councillor Crofts – EC33.

Councillor Pope – EC31, EC23 and EC33.

EC30: **CHAIRMAN'S CORRESPONDENCE**

The Chairman reported that he had received correspondence from Downham Market Town Council regarding the Public Toilets Review and would read out their correspondence during consideration of the relevant item.

EC31: **URBAN FACILITIES, ENHANCEMENT AND STREET FURNITURE**

The Chairman explained that Members of the Panel had requested that this item be added onto the Environment and Community Panel Work Programme. Councillor Bubb explained that he had asked for the item to be considered as he had concerns over the use of A Boards, which could cause a hazard to people with disabilities. He also felt that consideration should be given to the amount of public seating available in popular areas, improving signage and making maps available at car park exits.

The Panel discussed street furniture and signage and made the following suggestions:

- King's Lynn Area Consultative Committee could look at improvements in King's Lynn area.
- Sponsorship of signage maps and street furniture could be investigated.
- Dedicated and memorial seating could be used.

The Executive Director reminded the Panel that dealing with A Boards was not a Borough Council function. It was the responsibility of Norfolk County Council Highways. He explained that previously investigations had taken place on delegating this power to the Borough Council, however if the Borough Council took on the policing of A Boards, all businesses wishing to display an A Board would require planning consent. The Executive Director explained that the planning fees would be in excess of £300 per A Board. The Borough Council had therefore made the decision not to take on the controlling of A Boards due to the additional costs which would have to be paid by the Businesses wishing to display A Boards.

The Executive Director reminded those present of the Business Improvement District ballot which was due to take place later in the year. He explained that if a Business Improvement District was established, they would have a budget available to spend for the benefit of the town centre. He suggested that discussions take place between the Panel and the Business Improvement District once it was up and running, if the ballot was successful.

RESOLVED: (i) Urban facilities, enhancements and street furniture be added onto the Panels work programme for January 2017, so that their ideas and suggestions can then be discussed with the relevant bodies including, King's Lynn Area Consultative Committee and the Business Improvement District.

EC32: **NORFOLK WASTE PARTNERSHIP WORK STREAMS**

The Waste and Recycling Manager presented the report which provided an update on waste related issues and provided information on the current work of the Norfolk Waste Partnership, Waste and Recycling Behaviour Change Programme and waste related issues.

The Panel were provided with detail on the four work streams which the Council was investigating. Research would then be formulated into proposals, which would be brought back to the Council for consideration at the appropriate time.

The Waste and Recycling Manager referred to the Waste and Recycling Behavioural Change Programme which was being provided through Local Green Points. The Panel were reminded that the scheme had been funded through a DCLG grant of £256,000. More detail on the scheme was included within the report and attention was drawn to the cost on contamination within recycling. It was explained that the cost of reject material in the MRF was up to £200,000. The Panel was informed that some contaminants also presented a financial risk to the contract, for example the paper bales. Inspections were carried out on the bales and if they were contaminated they would not be accepted. The Waste and Recycling Manager explained that nappies in recycling was a huge problem, with approximately 300,000 being collected with recycling each year and paper bales would not be collected if they included any nappies.

The Waste and Recycling Manager explained that the Behavioural Change Programme would be promoted further during national recycling week and work would be carried out to promote good quality recycling.

The Chairman thanked the Waste and Recycling Manager for his report and invited questions and comments from the Panel, as summarised below.

In response to questions, the Waste and Recycling Manager explained that the behavioural change programme was designed to accommodate all, from those who did not feel confident and did not recycle, to those who did recycle, but could do more.

The Waste and Recycling Manager explained that to minimise contamination the team could inspect bins routinely where householders were found to contaminate bins and if they continually

found contaminates they would replace the householders green bin with clear sacks, so that contaminants could easily be spotted.

The Chief Executive commented that the last thing the Council wanted to do was to be heavy handed, however contaminated waste was a cost to the tax payer. Focus would be on education and encouragement, but if people were irresponsible, intervention would be required.

Concerns were raised regarding the food waste caddies and the Waste and Recycling Manager explained that all new residents of the Borough should receive a food waste caddy and instructions on how to use it. He agreed to check that information was still being provided. The Assistant Director explained that all new residents also received a Welcome Pack, which provided information on waste and recycling collections. She agreed to check that the information was still provided. It was suggested that information on how to dispose of nappies correctly could be provided to hospitals and given out as part of the maternity packs.

The Waste and Recycling Manager confirmed that work would take place on the caddy liner provision and improvements and alternatives would be considered.

The Waste and Recycling Manager explained that there were alternative options available for people who could not visit one of the household recycling centres. They could use the bulky collection service, or obtain the red tags, which could be used for additional sacks of waste if required. The Waste and Recycling Manager confirmed that work would be carried out on how improvements in recycling could be achieved in areas with communal bins.

RESOLVED: (i) The report was noted
(ii) Comments made by Members would be taken into consideration.
(iii) An update be provided to the Panel in six months time.

EC33: **PUBLIC TOILETS REVIEW**

The Chairman read out correspondence from Downham Market Town Council as attached. This was noted by the officers present.

Councillor Crofts addressed the Panel under Standing Order 34. He commented that he would strongly support the introduction of pay to use loos. He referred to other Local Authorities who charged for the service and felt that Hunstanton was a prime area for a trial for a paid facility. He also supported handing over certain facilities to the relevant Parishes. In response to a question from Councillor Crofts, it was confirmed that the costs to install pay to use loos would include equipment, but the biggest cost would be installing a power supply.

Councillor Pope addressed the Panel under Standing Order 34. He felt that public toilets which were associated with a car park, or which were well used should remain and those unconnected with a specific activity or underused should be reviewed.

Councillor Bird addressed the Panel under Standing Order 34. He referred to the public toilets in Hunstanton and explained that they were very busy during the peak season and often people were dissatisfied by the state of the toilets. He commended the authors of the report for a full and comprehensive report. Councillor Bird suggested that Hunstanton would be an ideal location to trial pay to use loos to see if they would be successful. He suggested that an Informal Working Group be established to look at all of the public conveniences in the Borough. The Public Open Space Manager explained that it was difficult to keep the public conveniences in Hunstanton refreshed during the peak season and sometimes the cleaners got verbal abuse when trying to clean during busy periods.

The following comments were made by Members of the Panel which would be taken into consideration during the review:

- Community toilet schemes were in place in other areas. Businesses and Cafes etc. could be paid a fee to make their services available to the Public.
- An independent review of public toilets in Hunstanton was carried out in 2014 and 60% of respondents had indicated that they did not want pay to use facilities in the Town.
- The toilets in Gaywood had been closed for a number of months due to vandalism. They were not associated with a paid car park and were underused.
- The toilets in the Walks were well used and it was felt that these should be retained.
- The provision of public toilets was important for encouraging tourists into the town centre.
- Concierge services could be considered.
- Sponsorship and advertising opportunities could be investigated.
- Considering the amount of public toilets in the Borough there was a low level of vandalism. Facilities subject to vandalism had either been closed, such as Gaywood, or repaired.

The Executive Director explained that his view was that the current arrangements for provision of toilets on car parks and amenities should be retained. Other facilities should be looked at on a case by case basis and options could be considered such as closure, or transfer to the relevant Parish Council. He referred to the report which contained details of pay to use loos and referred to an article about a Council who had installed pay to use loos which would not make any profit for over one hundred years. He also explained that there was evidence available to say that they were not well used as people could be put off by paying and often people could hold the paddle gates open so that people did not have to pay. Paid facilities would also have to be

staffed and money removed on a regular basis to prevent theft and vandalism.

The Chief Executive felt that comments made by the Panel would serve useful during the review of the public toilets. He acknowledged that the Council did not want to close anything, but expenditure had to be reduced. It was important that a good core of quality public conveniences be retained at points of arrival and those facilities that were well used. The Chief Executive felt that consideration should be given to Special Expenses and each public convenience should be looked at on a case by case basis, including input from the King's Lynn Area Advisory Committee, the relevant Parish Councils and the relevant Ward Member. The Chief Executive explained that one way to look at the situation was as if you were starting from scratch where would you feel that public conveniences were necessary.

The Chairman proposed that an Informal Working Group be established to look at the public toilets review. After being put to the vote it was agreed that an Informal Working Group be established. The Executive Director suggested that the Informal Working Group meet two to three times and report back to the Environment and Community Panel at their meeting on 23rd November.

RESOLVED: (i) The current arrangements for provision of toilets on car parks and amenities be retained.

(ii) The comments made by the Panel would be taken into consideration during the review.

(iii) An Informal Working Group be established by the Panel to conduct a review of public conveniences and report back on 23rd November 2016.

(iv) The Terms of Reference for the Informal Working Group was agreed as follows: "To review the provision of public toilets in the Borough and consider future options."

(v) The Informal Working Group to comprise of the following Members: Councillors Mrs Bower, Bubb, Mrs S Collop, Crofts and A Tyler.

EC34: **WORK PROGRAMME**

Members of the Panel were reminded that there was an eform available on the intranet which could be completed and submitted if Members had items which they would like to be considered for addition to the Work Programme.

The following additions/amendments were suggested to the Work Programme:

- Leisure Trust update – an update had been received in July, so the update scheduled for November could be slipped.
- Report of the Informal Working Group – Public Toilets – to be received on 23rd November.

RESOLVED: The Panel's Work Programme was noted, with the above amendments.

EC35: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on Wednesday 12 October 2016 at 6.00pm in the Committee Suite, King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX.

The meeting closed at 8.00 pm



Rural Services Network

Health Scrutiny Project Brief

Background:

The Rural Services Network aims to support its member authorities by making representations on issues affecting rural services and communities. We promote active networking between service providers, establish and broadcast best rural practice and promote debate and interaction between agencies and sectors across many areas of joint interest for example rural crime, rural housing and rural health.

We are known for our work on Fairer Funding for Rural Areas and campaign strongly in this arena on behalf of rural authorities. We are currently looking to develop our work to support rural local authorities and their scrutiny function, particularly in the area of health in rural areas.

Outline of project:

This project will aim to encourage rural Councils to scrutinise issues surrounding rural health and rural access to health services using a set list of questions. Councils are to be encouraged to further this study by using their own questions which are appropriate to their local area.

By coordinating the standard questions used which are then collated centrally by the Rural Services Network, it is anticipated that the resulting report will be able to make comparisons and contrasts between rural areas in England and produce an overall picture of Access to Health services in rural areas.

Feedback from Local Authorities has suggested that they may not be able to call in external bodies given the timescales and current agenda schedules. It will be permissible therefore for Local Authorities to issue questions to Clinical Commissioning Groups and to receive written responses. We would only ask that some commentary on the responses be provided to us at the Rural Services Network from the Local Authority so that we can receive their perspective and input on the issues.

Outcome of project:

The project aims to produce a report which can be used to campaign on behalf of rural communities and can also be presented to the All Party Parliamentary Group on Rural Services. It will also be shared at the Rural Assembly meeting of the Rural Services Network.

Project Timeline:

Invite to local authorities:	End of May
Questions to Local Authorities:	Early June
Scrutiny period by Local Authorities –	Summer 2016
Final responses to be received by the Rural Services Network:	End October 2016
Report produced:	End November 2016

Below are the questions to be asked of relevant bodies on the subject of Access to Rural Health Services.

Local Authorities are encouraged to ask their own questions relevant to their local area in addition to the questions below.

Set questions:

- What % of the Local Authority residents have to travel more than 5 miles to access their local GP?
- What % of the Local Authority residents have to travel more than 10 miles to access their local GP?
- Are you aware of any GP Practices that have vacant posts (Doctors or Nurses) within your area?
- Have any of your GP practices had posts that have been vacant for more than 2 months / 4 months / 6 months+?
- Have recruitment or retention difficulties been experienced in rural GP Practices in the last 1 or 2 years?
- How do you support your residents to access more specialised healthcare which may only be available outside your local authority area?
- Are there community transport schemes which are specifically available for accessing healthcare services, and is it envisaged that these will continue in future years?
- Are the ambulance response time targets set greater for rural areas than urban and if so what are those targets? Also what percentage of actual response times to rural areas are within the set target?
- Have any GP practices closed in your local area in the last year?
- Are you aware of any GP practices due to close within the next year in your local area? Do you know the reason for closure and the impact on patients?
- Have you had any difficulty in recruiting clinical pharmacists to GP practices in rural areas?
- If so, how are you dealing with the issue of recruitment?

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community		
DATE:	12/10/16		
TITLE:	Grass Cutting Review		
TYPE OF REPORT:	Post Implementation Review		
PORTFOLIO(S):	Councillor Mrs Nockolds, Culture, Heritage and Health		
REPORT AUTHOR:	Sarah Moore		
OPEN		WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes/No

REPORT SUMMARY/COVER PAGE

<p>PURPOSE OF REPORT/SUMMARY:</p> <p>Following the implementation of the new grass cutting regime in the cutting season of 2016, the report is a review of the new regimes performance.</p> <p>The report includes detail on the recent survey and responses, as well as the level and nature of complaints received regarding grass cutting borough wide, and presents options and recommendations for a new change of regime.</p>
<p>KEY ISSUES:</p> <ol style="list-style-type: none"> 1. Implementation to a reduced grass cutting regime has given rise to a number of complaints. 2. A survey has been developed and issued to Ward Members and Parish Councils to gauge the reaction to this year's grass cutting regime. 3. Changes to any regime will have some form of impact on the Grounds Maintenance Special Expense charges relating to each area. 4. The council currently cut some grass on the behalf of Norfolk County Council. Irrespective of the number of cuts that the borough carries out on NCC's behalf, NCC only pay for 5 cuts. 5. That any regime developed or changed needs to be operationally manageable.
<p>OPTIONS CONSIDERED:</p> <ol style="list-style-type: none"> 1. To keep the current grass cutting schedule 2. To alter the regime to one of the following: <ul style="list-style-type: none"> • Increase frequency to 12 Cuts • Increase Frequency to 8 cuts • Increase to either 8 or 12 Cuts, and keep NCC to 5 Cuts
<p>RECOMMENDATIONS:</p> <p>That the Panel identifies which option would continue to provide an adequate grass cutting service, which would help to reduce the level of customer dissatisfaction and complaints.</p>
<p>REASONS FOR RECOMMENDATIONS:</p> <p>To respond to the high level of complaints received over this season.</p>

1 Background

- 1.1 A request was made for savings to be made within the grounds maintenance service area. As previously both annual bedding and hedge cutting had been reduced, attention was focussed on reducing the grass cutting across the borough.
- 1.2 The aim was to identify savings with a reduced regime of grass cutting which balanced both the requirement for savings with the provision of an adequate service.
- 1.3 The grass cutting season runs on average from mid- march through to October each year equating to approximately 35 weeks. This can change from year to year slightly depending on the weather conditions.
- 1.4 There was some disproportion in the grass cutting regimes, depending on the size of the area to cover and the number of staff working within the team.

2 Overview of Changes made 2016 season

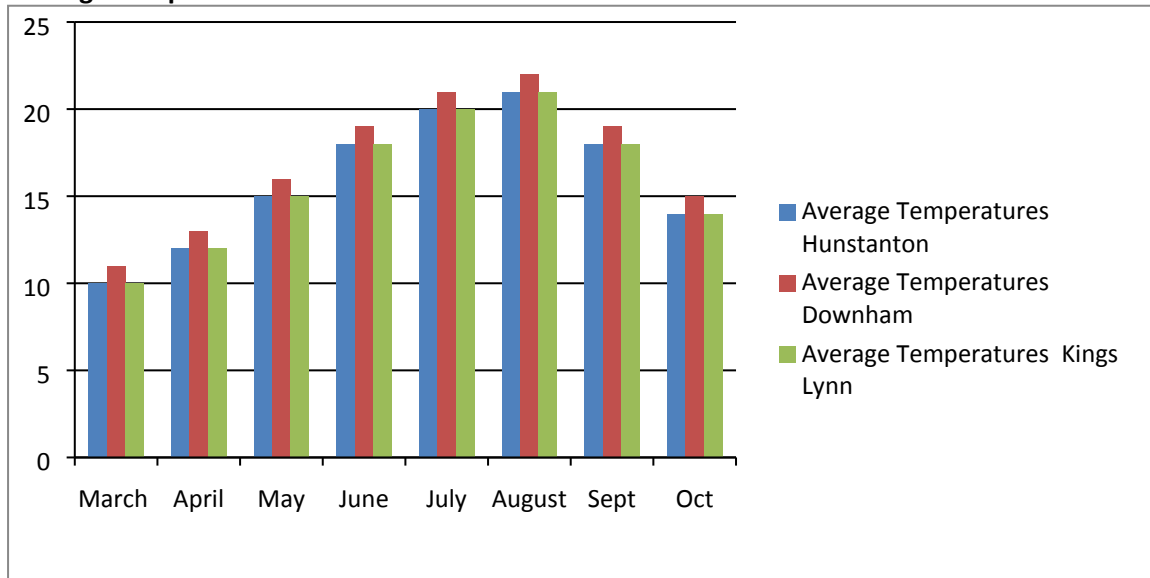
- 2.1 Options for changes to the grass cutting regime were presented to Cabinet, E & C Panel and KLACC in January 2016.
- 2.2 To aid the operational management, it was conceived that a regime of 18, 12 and 6 cuts, would be the best way to exercise a reduction in cutting.
- 2.3 18 cuts equates to a cut every 2 weeks, 12 cuts to a cut every 3 weeks and 6 cut equates to every 6 weeks.
- 2.4 The high profile areas would continue to receive a high standard of cut at a rate of 18 cuts per season, the lower profile areas would be split between 12 and 6 cuts. This also applies to NCC land, which the council cut on their behalf.
- 2.5 NCC only pays for 5 cuts, regardless of the actual number of times this service is carried out.
- 2.6 On the ground this meant that, every second time the operatives visited an area/parish they cut the full complement of grass. In summary the new regime looked like this:
 - High Profile Parks and Gardens – 18 cuts
 - Highway splays and built up residential – 12 cuts
 - Highway splays not immediately interfering with views of road – 6 cuts
 - Land immediately adjoining frontages of properties – 6 cuts
- 2.6 Implementation included a change from the fleet of cylinder mowers (Ransome 2130, Iseki SF240), to the Ransomes Meteors which are designed to cope with longer grass.
- 2.7 The Property Services contract for Grounds Maintenance was brought back in house and taken on by the Open Spaces team.

3 Grass Growth and Weather Patterns

3.1 It is universally recognised that the grass is Downham Market, grows at a quicker rate than that of Kings Lynn or Hunstanton.

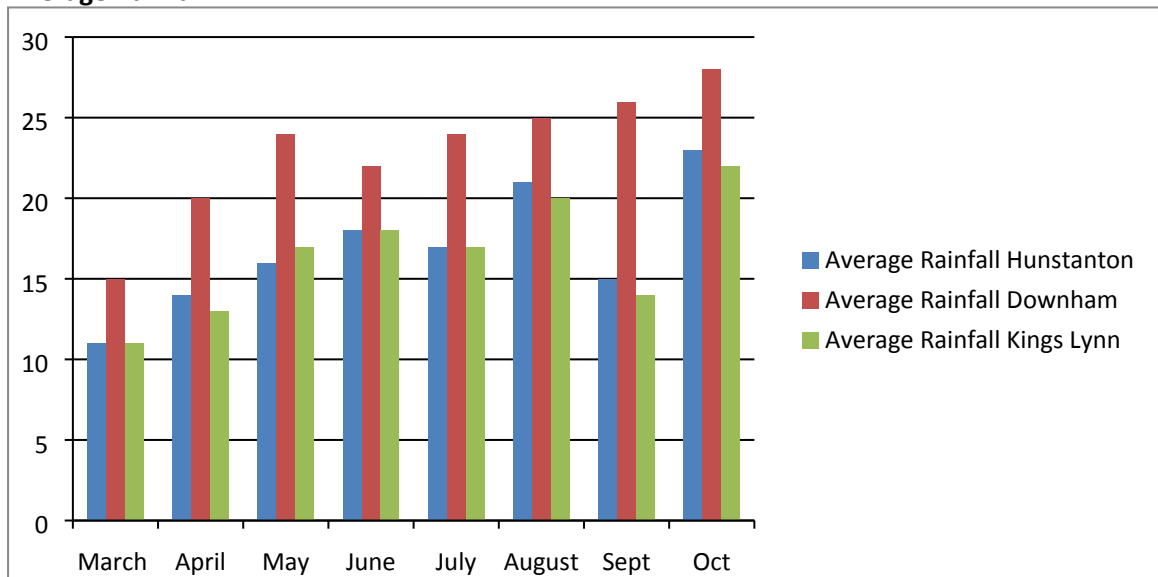
3.2 It appears that this is largely due to the favourable grass growing conditions that are in that area. To demonstrate this, data has been collated on the average temp and rainfall in these areas:

Average Temperatures in Celsius



(Data Source – World Weather Online)

Average Rainfall in mm



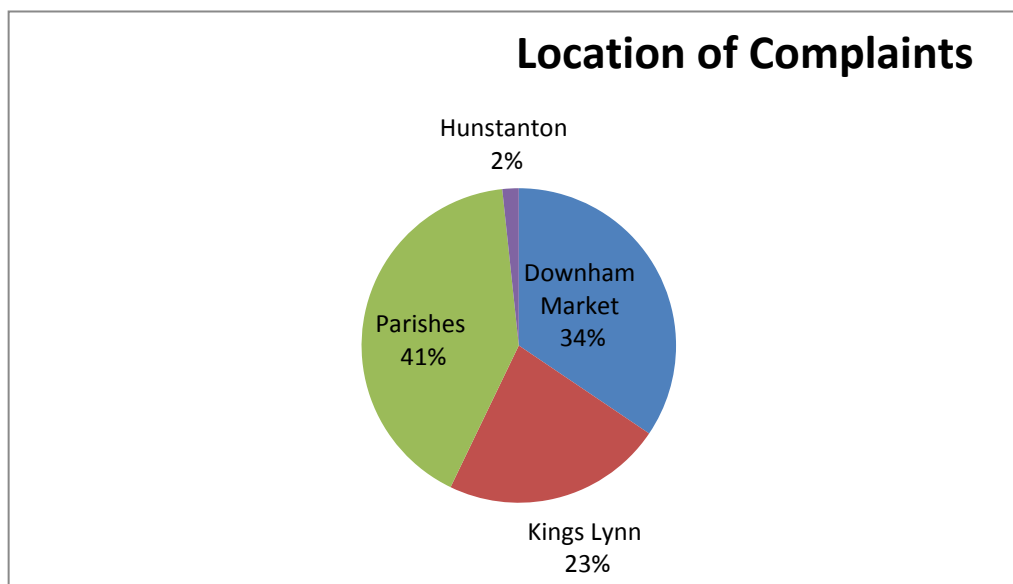
(Data Source – World Weather Online)

3.3 These show that the conditions are warmer and wetter in Downham Market than in the other towns, which provide the ideal growing conditions for grass. This is clearly a major contributing factor and provides an explanation of why the grass grows quicker in Downham Market.

4 Complaints

4.1 Over this first season of changes, there was a small rise in the level of complaints relating directly to grass cutting. Overall there were 119 complaints received via the CLEANUP line.

4.2 This shows the areas that the complaints have come from:



4.3 The 41% of complaints that originated from Parishes equates to 49 actual complaints, and of these 16 came from parishes within the southern district of the Borough, which have similar environmental conditions to Downham Market.

4.4 This shows that the main areas of dissatisfaction are located in and around the area of Downham Market. This appears to be an operational and staffing shortfall, which is being addressed in readiness for the next cutting season.

4.5 The complaints were categorised into types in order to prioritise the issues raised.

Main Issue	No of Complaints
Requesting Information on the New Schedule	45
Asking why the grass is being left so long between cuts	38
Following cuts – Mess has been left behind	13
Complaint about visibility Splays – NCC Land	10
Asking why only the edges of areas have been cut	10
Grass cutting schedule differs from the website	1
Edges of areas not strimmed	1
To ask us to 'Please leave the grass long '	1

4.6 Evaluating the complaints shows that the majority of complaints were about the changes to the schedule, and that the schedule was not frequent enough.

- 4.7 There is also a clear misunderstanding between the NCC land that the Borough cut and the roadway verges that are maintained by NCC direct.

5 Survey

- 5.1 A survey was recently sent out to all Ward members and Parish Councils to assess the general feeling about the seasons grass cutting.

- 5.2 The results were as follows:

Q1: Are you happy with the grass cutting service provided?

Respondents : 46 Yes: 6 No: 40

23 respondents provided a reason for their dissatisfaction:

Reasons provided	No
Too long between cuts	16
Visibility Splays – NCC	3
Quality of finish	1
Other	3

Q2: How frequently should the grass be cut?

Respondents: 43

Choice	No
Leave as is	15
Increase schedule	28
Decrease Schedule	0
Stop and pass to individual Parishes	0

25 respondents provided a reason for their choice:

Reasons provided	No
Not carried out often enough	10
Could we increase cuts to 8 per season	7
Include more flexibility in schedule	3
Discuss with Parish	2
Other	3

- 5.3 These results have been used to formulate some potential options for next year's grass cutting schedule.

6 Options

- 6.1 There are a number of options that could be adopted to improve the service provided next season, which could reduce the level of complaints.

6.2 Option 1 – Continue with current schedule.

- Remaining on the current schedule will not address the shortfall of the grass cutting required in the Downham Market area.
- There may still be a significant level of complaints from this area.
- There is the potential for complaints to fall as people become aware and begin to accept the level of service provided.
- The only change to Special Expenses would be raise in accordance with inflation

6.3 Option 2 – Increase frequency to 12 Cuts

- Increase grass cutting to a frequency of 12 cuts over the 35 week average season.
- The increase in frequency would result in an increase of the special expense charge.
- The Borough Council are only paid for 5 cuts on NCC land
- Who will fund the additional 7 cuts? BC or Special Expenses?
- The financial impact is shown in section 7.

6.4 Option 3 – Increase Frequency to 8 cuts

- Increase grass cutting to a frequency of 8 cuts over the 35 week average season.
- This option appeared to be popular amongst the respondents of the survey.
- The increase in frequency would result in an increase of the special expenses charge.
- The Borough Council are only paid for 5 cuts on NCC land.
- Who will fund the additional 3 cuts? BC or Special Expenses.
- The financial impact is shown in section 7.

6.5 Option 4 – Increase to either 8 or 12 Cuts, and keep NCC to 5 Cuts

- Increase grass cutting to a frequency of either 12 or 8 cuts over the 35 week average season.
- The increase in frequency would result in an increase of the special expenses charge.
- The Borough Council are only paid for 5 cuts on NCC land.
- Limit the number of cuts on NCC to match the payment received.

7 Financial Implications of Each Option

7.1 The following tables show the differences in the Grounds Maintenance Special Expense charge for each of the options outlined. The costs shown include all the grounds maintenance carried out, and is not limited to grass cutting alone.

7.2 These comparisons do not include any of the NCC grass cutting as it is not yet known if the council are legally permitted to add the costs of the additional NCC cuts to special expenses.

7.3 The tax base used to demonstrate this is the current years, and is likely to vary for the actual charges in 17/18.

7.4 Total potential grounds maintenance charges for Parishes currently receiving 6 Cuts:

Parish	Tax base 16/17	Current overall Charge	Current charge per household	Overall Charge for 8 Cuts	Overall charge per household	Overall Charge for 12 cuts	Overall Charge per household
Fincham	183	£419.62	£2.30	£511.59	£2.80	£695.54	£3.81
Grimston	656	£918.30	£1.40	£1028.21	£1.57	£1248.03	£1.90
Walsoken	471	£248.87	£0.53	£323.84	£0.69	£473.79	£1.01
Wiggenhall St Mary Magdalen	218	£41.95	£0.19	£55.93	£0.26	£83.89	£0.39

7.5 Total potential grounds maintenance charges for Parishes currently receiving 12 Cuts:

Parish	Tax base 16/17	Current overall Charge	Current charge per household	Overall Charge for 8 Cuts	Overall charge per household	Overall Charge for 12 cuts	Overall Charge per household
Gayton	458	£251.80	£0.55	£244.83	£0.53	£251.80	£0.55

7.6 Total potential grounds maintenance charges for Parishes currently receiving mix of 6 and 12 cuts:

Parish	Tax base 16/17	Current overall Charge	Current charge per household	Overall Charge for 8 Cuts	Overall charge per household	Overall Charge for 12 cuts	Overall Charge per household
Walpole	528	£828.75	£1.66	£666.84	£1.26	£1000.27	£1.89
Feltwell	657	£1018.74	£1.55	£816.61	£1.24	£1117.71	£1.70
South Wootton	1615	£5185.29	£3.21	£4858.34	£3.01	£5824.14	£3.61

7.7 In terms of the variation the costs per household from in any of the examples given, the largest increase is within the Parish of Fincham. If the option of cutting 12 times is chosen Fincham will see a rise of £1.51 in their charge, equating to £0.02 per week.

7.8 At present the council are still cutting NCC grass at a higher frequency than NCC pay for. It is not known if the costs of the additional cuts that are carried out can legitimately be added to the Special Expenses charge. This is still under investigation.

7.8 Should it transpire that this is a possibility; the table below demonstrates the potential costs that could be included in the special expenses charge.

7.9 Norfolk County Council Grass Cutting

Parish	Taxbase 16/17	Costs of 3 cuts	Potential Charge Per household	Costs of 7 cuts	Potential Charge per household
Feltwell	657	£996.23	£1.52	£1,513.93	£2.30
Fincham	183	£17.45	£0.10	£40.72	£0.22
Gayton	458	£43.66	£0.10	£101.86	£0.22
Grimston	656	£321.28	£0.49	£749.66	£1.14
South Wootton	1,615	£1,166.75	£0.72	£3,449.02	£2.14
Walpole	528	£16.04	£0.03	£37.44	£0.07
Walsoken	471	£216.75	£0.46	£92.89	£0.20
Wiggenhall St Mary Magdalen	218	£42.05	£0.19	£98.11	£0.45

8 Questions to consider

- 8.1 Which of the options presented would be favoured by the panel, based on the information of the current grass cutting performance, the level of complaints and customer satisfaction, and the costs of increasing the service frequencies?
- 8.3 If there is no legal reason that the costs of additional NCC cuts cannot be added to the Special Expense charge for Grounds Maintenance, is this an approach that the Borough Council would wish to pursue?

ENVIRONMENT & COMMUNITY WORK PROGRAMME 2016/2017

25 May 2016

- Nominations to Outside Bodies
- Membership of Informal Working Groups (if any are in existence)
- Food safety team Annual Update – Vicki Hopps

6 July 2016 – meeting to be preceded by a tour of the depot at 3.30pm

- Leisure Trust Update – Alive Leisure
- Joint working with Norfolk Constabulary – John Greenhalgh
- Homelessness Update – Sheila Farley

31 August 2016

- Norfolk Waste Partnership Work Streams – B Brandford
- Public Toilets Review – C Bamfield
- Urban Facilities, enhancement and street furniture

12 October 2016

- Grounds Maintenance – Scrutiny - Post Implementation of Grounds Maintenance Review (invite KLACC)
- Access to Rural Health Services Scrutiny – West Norfolk CCG

23 November 2016

- Parking issues – M Chisholm
- Air Quality Annual Update - Dave Robson
- Update from Borough Council's Representative on the King's Lynn Football Club Board – Paul Bland.
- Report of the Informal Working Group – Public Conveniences Review
- Review of Hackney Carriage and Private Hire Licensing Procedures and Conditions

17 January 2017

- Norfolk Museums Service – Annual Update – Robin Hanley
- Capital Programme/Budget
- Urban Facilities, enhancement and street furniture – last considered August 2016
- Advice Services – Performance Monitoring – Lorraine Gore

8 February 2017

- Waste and Recycling Update – last considered August 2016
- Leisure Trust Update

15 March 2017

- Annual Feedback reports from Outside Bodies
- West Norfolk Disability Forum – Annual Update

26 April 2017

To be confirmed

- Effect of wind turbines on the fishing industry and air travel industry
- Visit to the air raid shelter
- Visit to Crematorium
- Visit to Leisure facilities – Oasis and Downham Market Leisure Centre