

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

**CABINET DECISION SHEET**

**Decision Sheet from the Meeting of the Cabinet held on Tuesday, 5th April, 2016 at 5.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn**

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

1 **MINUTES**

**RESOLVED:** The Minutes of the Meeting held on 1 March 2016 were approved as a correct record and signed by the Chairman.

2 **URGENT BUSINESS - LATE ITEM - POLLING DISTRICT AND POLLING PLACE REVIEW**

**RECOMMENDED:** That the Polling District and Place Review Schedule be adopted for the EU Referendum, and reverts back to the existing Schedule for future elections.

**Reason for Decision**

To ensure that the statutory obligation in relation to publication of the Schedule are complied with.

3 **DECLARATIONS OF INTEREST**

Councillor J Collop declared a personal interest in the Members Allowances Panel report as he had occasionally worked with one of the Independent Panel members.

4 **CHAIRMAN'S CORRESPONDENCE**

None

5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillor J Collop attended under Standing Order 34 for the Scrutiny Review Item and the Members Allowances Panel item.

Councillor Mrs K Mellish attended under Standing Order 34 for the Members Allowances report.

6 **CALLED IN MATTERS**

None

## 7 **FORWARD DECISIONS**

The Forward Decisions List was noted.

## 8 **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

Cabinet received the comments from Panels and the Joint Employee Committee on the reports. Their comments were taken into account with the item on the agenda.

### i) **Resources and Performance Panel – 22 March 2016**

#### RP134 Cabinet Report: Child Protection Policy

The Panel supported the recommendation to Cabinet as set out below:

1. That Members approved the revised Child Protection Policy.
2. That Members delegate authority to the Executive Director, Central and Community Services, in consultation with the relevant Portfolio Holder, to agree amendments/updates to the Policy that may be required to ensure it remained compliant with legislation.
3. That Officers take steps to ensure that the Council's duty to safeguard and promote the welfare of children is appropriate reflected in contracts, leases and licences.

#### RP135 Cabinet Report: Staff Pay Award

RESOLVED: That the Panel supported the recommendation to Cabinet as set out below:

1. That an annual pay award of 1% be implemented with effect from 1<sup>st</sup> April 2016.
2. That the Authority continues its practice of matching the bottom point of PG13 to the lowest point on the National pay scales. This will start the process of moving towards the expected level of the Living Wage by 2020.
3. That discussions are held with recognised Trade Unions prior to the April 2017 pay award, to identify ways of fairly and affordably meeting the longer term Government target for the National Living Wage to equate to 60% of median earnings by 2020.

#### RP136 Cabinet Report: Review Of Members Allowances

RECOMMENDED: That the Panel supported the recommendations to Cabinet and Council as set out below:

1. That Cabinet is invited to comment on the recommendations of the Panel and make onward recommendations to Council in order to set the levels of

remuneration for Councillors with effect from 21 May 2015.

2. That the Cabinet recommend to Council that the Scheme of Allowances be updated accordingly.
3. That for the next four years, any increases in allowances be linked to staff pay awards.
4. That the recommendation to delete the IT allowance is not agreed.

RP137

Cabinet Report: Review Of Scrutiny Arrangements

RECOMMENDED: That the Panel supported the recommendations to Cabinet and Council as set out below, and in particular recommendation 12, the second part 'or alternatively that each member on a Panel be entitled to place at least one item as of right their choosing on each Panel agenda', should be supported.

Cabinet is invited to recommend to Council the following:

1. That the Cabinet Scrutiny Committee and the Scrutiny and Overview Liaison Committee are abolished.
2. That the Audit Committee be decoupled from the Resources & Performance Panel, and reduced in size to nine members with a meeting schedule linked to key audit events.
3. That the Resources & Performance Panel be renamed as the Corporate Performance Panel and its terms of reference be extended to provide for the Panel to consider the following:
  - Call-ins of Cabinet decisions;
  - Post implementation reviews of both major projects and significant policy changes/introduction of new policies;
  - Monitoring of the Medium Term Financial Plan.
4. That the Terms of Reference for all Panels be amended to explicitly place a greater emphasis on 'policy development' of proposed policy changes and new projects/initiatives, incorporating, where appropriate, clear recommendations for Cabinet and Council to consider.
5. That Council, Cabinet and the Panels move to a six-weekly cycle of meetings and that the programme of meetings attached at Appendix 1 be adopted for 2016/17.
6. That in future years Panels elect their own Chairman and Vice-Chairman.
7. That the recording of meetings be changed to provide for a more succinct summary of discussion, decisions taken/recommendations made and the principle rationale for the decisions taken.
8. That additional Member scrutiny and policy development training be arranged to coincide with the introduction of the above changes.
9. That the scheme of delegation be amended, delegating authority to Portfolio Holders to authorise the

implementation of policy changes required as a consequence of the introduction of primary or secondary legislation by government. Noting that Portfolio Holder delegated decisions are open to scrutiny and the call-in process in the same way as Cabinet decisions are.

10. That the Democratic Services Manager and Legal Services Manager be instructed to draft the consequential changes to the Council's constitution to give effect to the proposals outlined above.
11. That the Task Group be invited to undertake a subsequent review of the Council's constitution and the effectiveness of the changes made, following the implementation of the changes.
12. That Cabinet and Council consider the minority proposal as to whether the position of Vice-Chairman of the Audit Committee and the Corporate Performance Panel be reserved to a member of the opposition parties, or alternatively that each member on a Panel be entitled to place at least one item as of right their choosing on each Panel agenda.

ii) **Regeneration and Development Panel – 23 March 2016**

RD67: Exempt Cabinet Report – King's Lynn Strategic Land Acquisition

RESOLVED: That the Regeneration and Development Panel support the recommendations to Cabinet as set out in the report.

iii) **Joint Employee Committee Meeting - 23 March 2016**

Pay Award 2016/2017

RESOLVED: The Joint Employee Committee noted the recommendations to Cabinet as follows:

1. That an annual pay award of 1% be implemented with effect from 1<sup>st</sup> April 2016.
2. That the Authority continues practice of matching the bottom point of PG13 to the lowest point on the National Pay Scales. This will start the process of moving towards the expected level of the Living Wage to equate to 60% of median earnings by 2020.
3. That discussions are held with recognised Trade Unions prior to the April 2017 pay award, to identify ways of fairly and affordably meeting the longer term Government target for the National Living Wage to equate to 60% of median earnings by 2020.

Comments received from Unison Members would be tabled at Cabinet prior to consideration of the Pay Award.

iv) **Environment & Community Panel – 23 March 2016** – There were no recommendations from the Panel.

9 **CHILD PROTECTION POLICY UPDATE**

As the Policy document was not included with the agenda, this item was deferred to the next meeting.

10 **STAFF PAY AWARD 2016-17**

**RESOLVED:** 1) That an annual pay award of 1% be implemented with effect from 1<sup>st</sup> April 2016.

2) That the Authority continues its practice of matching the bottom point of PG13 to the lowest point on the National pay scales. This will start the process of moving towards the expected level of the Living Wage by 2020.

3) That discussions are held with recognised Trade Unions prior to the April 2017 pay award, to identify ways of fairly and affordably meeting the longer term Government target for the National Living Wage to equate to 60% of median earnings by 2020.

**Reason for Decision**

To implement an annual pay increase for employees whilst continuing to reflect the Government's policy of public sector pay restraint and the Authority's ongoing budget savings requirement. To reflect the approach taken by the National Employers in relation to increases in the minimum wage

11 **REPORT OF SCRUTINY STRUCTURES AND POLICY DEVELOPMENT TASK GROUP**

**RECOMMENDED:**

1. That the Cabinet Scrutiny Committee and the Scrutiny and Overview Liaison Committee are abolished.
2. That the Audit Committee be 'decoupled' from the Resources & Performance Panel, and reduced in size to nine members with a meeting schedule linked to key audit events.
3. That the Resources & Performance Panel be renamed as the Corporate Performance Panel and its terms of reference be extended to provide for the Panel to consider the following:-
  - call-ins of Cabinet decisions;
  - post implementation reviews of both major projects and significant policy changes/introduction of new policies;
  - Monitoring of the Medium Term Financial Plan.
4. That the Terms of Reference for all Panels be amended to explicitly place a greater emphasis on 'policy development' of proposed policy

changes and new projects/initiatives, incorporating, where appropriate, clear recommendations for Cabinet and Council to consider.

5. That Council, Cabinet and Panels move to a six-weekly cycle of meetings and that the programme of meetings attached at Appendix 1 be adopted for 2016/17, with the change in Cabinet date to 24 May 2016 from 17 May 2016.
6. That in future years Panels elect their own Chairman and Vice Chairman.
7. That the recording of meetings be changed to provide for a more succinct summary of discussion, decisions taken/recommendations made and the principle rationale for the decisions taken.
8. That additional member scrutiny and policy development training be arranged to coincide with the introduction of the above changes.
9. That the scheme of delegation be amended, delegating authority to Portfolio Holders to authorise the implementation of policy changes required as a consequence of the introduction of primary or secondary legislation by government. Noting that Portfolio Holder delegated decisions are open to scrutiny and the call-in process in the same way as Cabinet decisions are.
10. That the Democratic Services Manager and Legal Services Manager be instructed to draft the consequential changes to the Council's constitution to give effect to the proposals outlined above.
11. That the Task Group be invited to undertake a subsequent review of the Council's constitution and the effectiveness of the changes made, 12 months following the implementation of the changes.
12. That the Opposition have the right to place an item on any Panel agenda for discussion, without the requirement to get agreement of the Chairman.

### **Reason for Decision**

To seek to make the roles and functions of the Council's policy development and scrutiny panels more effective and thereby enhance the good governance of the Borough Council. The right the Opposition to place an item on Panel agendas ensures their ability to bring items for discussion.

12

### **REVIEW OF MEMBERS ALLOWANCES**

**RECOMMENDED:** 1) *That the recommendations of the Panel be adopted with the following amendments to set the levels of remuneration for Councillors with effect from 21 May 2015:*

- i. That the IT allowance for Members continue to be paid.
- ii. That the Opposition Deputy Leaders Allowances continue to be paid at the original amounts

- iii. That the proposed differentiation of Licensing Chairmen not be agreed (they continue to receive 50% of the overall amount each.
- iv. That the Planning Committee Chairman increase be limited to 50% of the proposed increase making it £5,594.

2) That the Cabinet recommend to Council that the Scheme of Allowances be updated accordingly.

3) That for the next four years, any increases in allowances be linked to staff pay awards.

**Reason for Decision**

To comply with the requirements of The Local Authorities (Member's Allowances) (England) Regulations 2003 and set the allowances for 2016/17. The proposed alterations are following feedback by Members.

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

14 **STRATEGIC LAND ACQUISITION - KING'S LYNN**

**RECOMMENDED:** 1) That the acquisition of this land asset is progressed along the lines set out within this report.

2) That the Capital Programme is adjusted to accommodate the acquisition of the site identified within this report.

3) That delegated authority is given to the Property Services Manager to finalise the terms of the proposed disposals set out within this report in consultation with the Portfolio Holder for Regeneration and Industrial Assets.

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

**Reason for Decision**

The site is located at one of the major vehicle interchanges in King's Lynn and is considered to be a "gateway" site. The proposal set out within this report fits well with the regeneration proposals for King's Lynn and the recommendations set out by the Regeneration and Economic Development Member Task Group, and the Heritage Member Task Group in 2014.

**The meeting closed at 6.52 pm**

