

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET

**Minutes from the Meeting of the Cabinet held on Tuesday, 11th April, 2017
at 5.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn**

PRESENT: Councillor B Long (Chairman)

A Beales, R Blunt, I Devereux, A Lawrence, Mrs K Mellish and Mrs E Nockolds

CAB142 MINUTES

RESOLVED: The minutes from the previous meeting were agreed as a correct record and signed by the Chairman.

CAB143 URGENT BUSINESS

The Chairman advised that he had accepted an item of urgent business which was to consider a temporary loan to North Lynn Discovery Limited. The item of business would be considered in closed session at the end of the meeting.

CAB144 DECLARATIONS OF INTEREST

There were no declarations of interest.

CAB145 CHAIRMAN'S CORRESPONDENCE

There was none.

CAB146 MEMBERS PRESENT UNDER STANDING ORDER 34

Councillor Bird – Agenda Items 12, 14 and 17
Councillor Pope – All agenda items.

CAB147 CALLED IN MATTERS

There were no called in matters.

CAB148 FORWARD DECISIONS

The Forward Decisions List was noted.

CAB149 MATTERS REFERRED TO CABINET FROM OTHER BODIES

Recommendations from the Joint Employee Committee meeting held on 27th March 2017 had been submitted to Cabinet and would be taken into consideration during Item 10: Staff Pay Award 2017/2018.

CAB150 STAFF PAY AWARD 2017/2018

Councillor Mellish presented the Annual Pay Award report. She explained that the Joint Employee Committee and the Union had discussed the proposals and their recommendations had been submitted to Cabinet.

RESOLVED: 1. That an annual pay award of 1% be implemented with effect from 1st April 2017.

2. That Pay Grade PG13 be removed from the Authority's pay scales and that staff be assimilated to PG12 with a minimum pay rate of £7.78 per hour.

3. That staff on the revised grade of PG12 progress through the grade subject to the achievement of a specified NVQ level 2 qualification/apprenticeship in an agreed subject, demonstration of specified qualities/criteria as relevant to the post or demonstration of a willingness to work more flexibly (e.g. by working in different teams or at different sites).

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 paid to employees and to amend the local pay scale accordingly

CAB151 SAFEGUARDING POLICY

The Policy, Performance and Personnel Manager presented the report and reminded Members that in Spring 2016 Cabinet had agreed to an update to the Child Protection Policy and as part of the Cabinet report it was noted that an overarching Safeguarding Policy should be introduced.

Councillor Beales commended the clarity of this very important document and congratulated the policy author. He supported the recommendations.

Councillor Long commented that it was important to have a specific Policy in place to help protect vulnerable adults and children. He agreed that the document was very clear.

RECOMMENDED: 1. That Members approve the proposed Safeguarding Policy.

2. That Members support the steps required to implement the new policy, including the provision of training and revision of procedures, for example the implementation of the 'safeguarding risk assessment'.

3. That Members delegate authority to the Executive Director, Central and Community Services, in consultation with the relevant Portfolio Holder, to agree amends/updates to the Policy that may be required to ensure 14 Agenda Item 11 it remains compliant with legislation

REASON FOR DECISION: To ensure that the Council meets its statutory duties with respect to child and adult safeguarding.

CAB152 HUNSTANTON ECONOMIC PROSPERITY PLAN AND PROSPECTUS

The Chief Executive presented the report which outlined the work carried out by the Coastal Community Team to prepare the Hunstanton Economic Plan and update the Hunstanton Town Centre and Southern Seafront Masterplan, which had last been updated in 2008. The Chief Executive explained that the

Hunstanton Economic Plan could prove useful in the future to support bids for funding or grant applications.

Councillor Bird addressed the Cabinet under Standing Order 34. He felt that the work carried out was comprehensive and he reminded those present that he had submitted a notice of motion to conduct a comprehensive study of Hunstanton and the adjacent area.

Councillor Bird informed Cabinet that Norfolk County Council was carrying out a piece of work on Market Towns. Hunstanton had been included and could benefit from funding. Councillor Bird explained that he would encourage Norfolk County Council to prioritise Hunstanton in this piece of work.

Councillor Bird explained that the Prosperity plan referred to Hunstanton's dual role as a local service centre and a seaside resort; however he felt that there was more to add to the offering including leisure and tourism, being a service centre for North West Norfolk, a growth industry for retirement and care and a dormitory town for King's Lynn.

Councillor Bird referred to the closure of the sixth form at Smithdon and that second homes money was being spent at the College of West Anglia. He asked if funds would be available to assist at Smithdon.

Councillor Bird also referred to the following:

- Improving connectivity and coastal paths.
- Improving other business opportunities.
- Increasing boundaries for growth.
- Promotion of retirement and care facilities.

Councillor Long explained that the sixth form at Smithdon would be a decision for Trustees of the Academy and there could be various reasons why the sixth form closed. Councillor Long agreed that any improvement in connectivity would be beneficial and he was pleased that Hunstanton had been recognised as a Market Town through the Norfolk County Council project and could potentially benefit from funding. Councillor Long commented that the Council did work with businesses in West Norfolk and encouraged start-up businesses.

The Chief Executive explained that the One Public Estate work would look at sites available and development within existing boundaries. He also explained that the Council was working with Adult Social Services to bring forward a site for housing with care and the different levels of need were being looked at. The Borough Council and Norfolk County Council would work together to bring forward proposals.

Councillor Mrs Nockolds referred to the Coastal Treasure Programme and explained that the coast was promoted through the West Norfolk Tourism Forum Destination Management Plan. Work was ongoing to try and get visitors to stay in West Norfolk for longer.

RESOLVED: 1. Cabinet noted the report and endorsed the work on Hunstanton Prosperity.
2. Cabinet endorsed the update to the Hunstanton Town Centre & Southern Seafront Masterplan in the Hunstanton Prospectus.

REASON FOR DECISION: To continue the Council's support to the economic development and regeneration of Hunstanton.

CAB153 **ELECTORAL REVIEW**

Councillor Long presented the report and reminded those present that the Local Government Boundary Commission had decided to undertake an electoral review of the Borough. The preliminary stage of the review had now commenced which was for views to be put forward on the future size of the Council.

The Chief Executive explained that the Council would make a submission to the Boundary Commission on their suggested number. The report recommended that a Task Group be established to consider the submissions from Members and other Groups. A workshop for all Members was taking place on 13th April and the Chief Executive encouraged Members to attend and to also complete the Member Survey which had been previously circulated.

The Chief Executive explained that once the size of the Council had been determined, the review would then look at the names, number and boundaries of wards and the number of Councillors to be elected from each ward. The review would also look at the scrutiny and regulatory functions of the Council.

It would be necessary to hold a Special Cabinet meeting on 2nd May 2017 and a Special Council meeting, immediately prior to the Annual Council on 11th May 2017 in order to ensure that the Council's submission was endorsed prior to the 15th May 2017 submission date.

RESOLVED: Cabinet agreed to the creation of a Cross Party Electoral Review Cabinet Task Group of eight members – five Conservative, two Labour and one Independent.

REASON FOR DECISION: To assist in maximising Member engagement in the preparation of the Borough Council's submission to the LGBC on the future size of the Council.

CAB154 **HOUSING - FULL OBJECTIVITY ASSESSED NEED (FOAN)**

Councillor Blunt presented the report and explained that the FOAN had been prepared to inform the Local Plan review and it was important to understand the process. He explained that the FOAN had been prepared by a qualified statistician and set out the required calculations.

Councillor Blunt informed Cabinet that he would be arranging a briefing session for Members of the Planning Committee on the FOAN.

In response to a question from Councillor Devereux, Councillor Blunt explained that the figure was very close to what was expected. The LDF Manager explained that the figure was similar to what was calculated ten years ago. He stated that the Borough had grown and the housing need had grown in line with this. He explained that this reflected steady growth of the Borough.

RESOLVED: Cabinet endorsed the 'Assessing King's Lynn and West Norfolk's Housing Requirement' October 2016 Report.

REASON FOR DECISION: To assist the plan-making process.

CAB155 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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

CAB156 EXEMPT - LYNNSPORT UPDATE AND PHASE 2 DECISION

Councillor Beales and the Corporate Project Officer presented the report and provided an update to Cabinet on the Major Housing Development and associated projects. Cabinet was reminded that so far, the project had provided a new road to Lynnsport and the housing site, hockey pitches, tennis courts and had improved access and parking at Lynnsport. Information was provided on the next phase of the project and evaluated the viability of Phase 2.

The Corporate Project Officer provided details of the Financial Viability Test for Phase 2 as set out in the report.

Councillor Pope addressed Cabinet under Standing Order 34. He referred to part 3.6 of the report which referred to Japanese Knotweed. He asked for clarification on how it was treated and the insurance backed guarantees. The Corporate Project Officer provided clarification of where the Japanese Knotweed had been found and how it had been treated.

Councillor Beales referred to contingency budgets and Section 106 monies. He also commented that the initial phase of the project had been delivered within in budget and on time. He also referred to the new facilities which had been provided which were well used and very busy, he felt that the new access road benefitted Lynnsport and the surrounding area.

RESOLVED: Cabinet noted the progress made to date with the implementation of the Major Housing Project, the changes to the number of homes to be built and the amendments to the budget set out in the financial implications.

RECOMMENDED: Cabinet recommends to Council to approve the starting of Phase 2 as defined in the contract with Lovell's as Lynnsport 4 & 5.

REASON FOR DECISION: To progress phase 2 of the Major Housing Project:

- To achieve significant delivery of sustainable housing over a 4-5 year period.
- To achieve a commercial return for the Council (through capital and revenue receipts).

- To stimulate economic activity in the local area through direct and indirect activity.
- To create apprenticeships.
- To pay for the significant enhancements to the leisure facilities and new road at Lynnsport.

CAB157 EXEMPT - HONORARY FREEDOM OF THE BOROUGH

Councillor Long provided detail of the request. He explained that he did not feel that the request met the Freedom of the Borough criteria.

Councillor Bird addressed the Cabinet under Standing Order 34. He spoke in support of the request and asked Cabinet to give consideration to changing the criteria for the Freedom of the Borough.

Councillor Pope addressed the Cabinet under Standing Order 34. He reiterated the comments made by Councillor Bird and spoke in support of the request. He asked Cabinet to support the request and award Freedom of the Borough to the individual.

Members of the Cabinet discussed the request and agreed that the individual had achieved some extraordinary things, and had already been honoured with a lifetime achievement award at the West Norfolk Sports Awards. Cabinet referred to other residents of the Borough who were involved in sports and had achieved great things. The Cabinet felt that a more befitting award may be available from the Football Association or Football Foundation and the Associations could be contacted to put forward the nominee.

RESOLVED: 1. Cabinet did not consider that the request met the Freedom of the Borough criteria.

2. Cabinet noted that the nominee had been awarded a lifetime achievement award at the West Norfolk Sports Awards.

3. Contact to be made with the Football Association to see if there was a reward or recognition befitting to the nominee.

CAB158 EXEMPT - TEMPORARY LOAN TO NORTH LYNN DISCOVERY CENTRE

The Chief Executive presented the report and explained the circumstances surrounding the request for a loan. He provided information on the Discovery Centre and its operation. He felt that there was a need for the facility in North Lynn. Work had been carried out with the Trustees to come up with a solution so that the facility could continue to operate, but in the short term, financial assistance would be required to facilitate the transfer to the new arrangements.

Members of the Cabinet spoke in support of the arrangements and agreed that the loan should be secured by placing a legal charge against the property.

RESOLVED: Cabinet approved a short term bridging loan facility of up to £20,000 to the Discovery Centre Trust on the terms set out in the report. The loan to be secured by placing a legal charge against the property.

REASON FOR DECISION: To facilitate an orderly transfer of the Discovery Centre to Freebridge Community Housing to ensure the future of this valuable community facility and the restoration of a comprehensive range of community based activities.

The meeting closed at 7.18 pm