

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



COUNCIL MEETING

Agenda

Thursday, 27th February, 2020
at 6.30 pm

in the

**Assembly Room
Town Hall
Saturday Market Place
King's Lynn**



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

Dear Councillor

You are hereby summoned to attend a meeting of the **Borough Council of King's Lynn and West Norfolk** which will commence at **6.30 pm** on **Thursday, 27th February, 2020** in **The Assembly Room, Town Hall, Saturday Market Place, King's Lynn** to transact the business shown below.

Yours sincerely

Lorraine Gore
Chief Executive

BUSINESS TO BE TRANSACTED

1. PRAYERS

2. APOLOGIES FOR ABSENCE

3. MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 23 January 2020 (previously circulated).

4. DECLARATION 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.

5. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

To receive Mayor's communications and announcements.

6. URGENT BUSINESS

To receive any items of business which in the opinion of the Mayor are urgent.

7. PETITIONS AND PUBLIC QUESTIONS

To receive petitions and public questions in accordance with Standing Order

9.

8. THE FINANCIAL PLAN 2019/2024 AND COUNCIL TAX RESOLUTION 2020/21 - TO BE PUBLISHED AS A SUPPLEMENT

Pursuant to Minute CAB100 : Financial Plan 2019/2024 of the Cabinet Meeting held on 4 February 2020, the “Financial Plan 2019/2024 and Council Tax Resolution 2020/2021” the document attached as a supplementary to the agenda for consideration and decision includes an updated summary of the Financial Plan 2019/2024, the County Council, the Police and Crime Commissioner - Council Tax for 2020/2021 and details of Parish Precepts and Internal Drainage Boards levies for 2020/2021.

NOTE: In accordance with Statutory Instrument 2014 No. 165, Local Government, England, The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, any decision taken on the Council’s Budget or Council Tax setting must be taken with a recorded vote

9. CABINET MEMBERS REPORTS

In accordance with Standing Order 11.1 to receive reports from Cabinet Members in the following order and under Standing Order 11.2 (a) Members of the Council may ask questions of the Cabinet Member on their reports and Portfolio areas:

(Councillors are reminded that this is a question and answer session not a debate.)

- 1) **Business Development - Councillor G Middleton** (Page 6)
- 2) **Commercial Services - Councillor P Kunes** (Page 7)
- 3) **Development - Councillor R Blunt** (Pages 8 - 12)
- 4) **Environment - Councillor I Devereux** (Pages 13 - 15)
- 5) **Housing - Councillor A Lawrence** (Pages 16 - 17)
- 6) **Project Delivery - Councillor P Gidney** (Pages 18 - 19)
- 7) **Deputy Leader and Culture, Heritage and Health - Councillor Mrs E Nockolds** (Pages 20 - 22)
- 8) **Leader and Resources - Councillor B Long** (Pages 23 - 24)

10. MEMBERS QUESTION TIME

In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chair of any Council Body (except the Cabinet).

11. RECOMMENDATIONS FROM COUNCIL BODIES

(Members are reminded this is a debate, not a question and answer session)

To consider the following recommendations to Council:

1) **Cabinet: 4 February 2020** (Pages 25 - 33)

- CAB97: Notice of Motion 5/19 Cllr de Whalley – Climate Change
- CAB98: Notice of Motion 4/19 – Cllr Kemp – Hardings Way
- CAB99: Notice of Motion 6/19 Cllr Bone – Hardings Way
- CAB101: Treasury Management Strategy for 2020/21 and Prudential Indicators for 2019/20 and 2022/23
- CAB102: Capital Programme and Resources 2019-24
- CAB104: Hunstanton Coastal Management Plan

Exempt Report

- CAB106: Nar Valley Phase 4 (Traditional Build)

NB: the following item has been dealt with in item 8 above

- CAB100: Financial Plan 2019/24

Lorraine Gore
Chief Executive

CABINET MEMBERS REPORT TO COUNCIL

27 February 2020

COUNCILLOR GRAHAM MIDDLETON - CABINET MEMBER FOR BUSINESS DEVELOPMENT

For the period 23rd January 2020 to 18 February 2020

1 Progress on Portfolio Matters.

Town Fund

The Town's fund was announced late last year. It offers the opportunity for King's Lynn to access up to £25m worth of funding to drive economic growth and prosperity. The fund is broader in scope than some of the other recent town based funding streams as it offers the potential to access support for skills, connectivity (including local transport and digital infrastructure) as well as land use based regeneration.

In line with the fund's requirements, arrangements were made at pace to hold an inaugural Town Board meeting before the end of January. A requirement of the fund was to establish a Board that represented a range of stakeholders from businesses, the public and voluntary sectors. The meeting was well attended with the local MP dialing in to give his commitment to this important opportunity. Over the next few days there will be some communications about how the wider community can be engaged and have their say through a government initiated townportal.

2 Meetings attended

Cabinet meetings
Various officer meetings
Town fund board
Hunstanton CCT
Audit Committee
Governance Task group
Regeneration and Development Panel
BID kings lynn
Events 2020 meeting
CITB Meeting
Mart opening ceremony and luncheon
Hunstanton heritage centre opening
Visit to Fountain Fresh
Visit to Burn Valley Winery

Meetings with James Wild MP future high streets and town fund amongst others

CABINET MEMBERS REPORT TO COUNCIL

27 February 2020

COUNCILLOR PAUL KUNES - CABINET MEMBER FOR COMMERCIAL SERVICES

For the period 23rd January 2020 to 27th February 2020

1 Progress on Portfolio Matters.

Gayton Road Cemetery.

Analytical work is still underway for this site and will continue in to February at which time it is hoped that enough data will be available for presentation to the Environment Agency to allow a more definitive operating practice going forward to be agreed. In the meantime, we continue to deal with burial requests on a case-by-case basis.

Feasibility studies are being carried out on other options for Cemetery provision in the King's Lynn area.

IDB

It was with much pleasure that I attended the Opening of the Wolferton Pumping Station by Her Majesty The Queen.

2 Forthcoming Activities and Developments.

Parking

Work is soon to commence on the re-surfacing on the Football Club car park, which will then become Pay-and display (except match days).

3 Meetings Attended and Meetings Scheduled

Cabinet
 Portfolio briefing -Car parks-Crematorium and Cemeteries
 Corporate performance panel
 R&D Panel
 E&C Panel
 Cabinet Briefing
 Conservancy Board.
 IDB

CABINET MEMBERS REPORT TO COUNCIL

27 February 2020

COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT

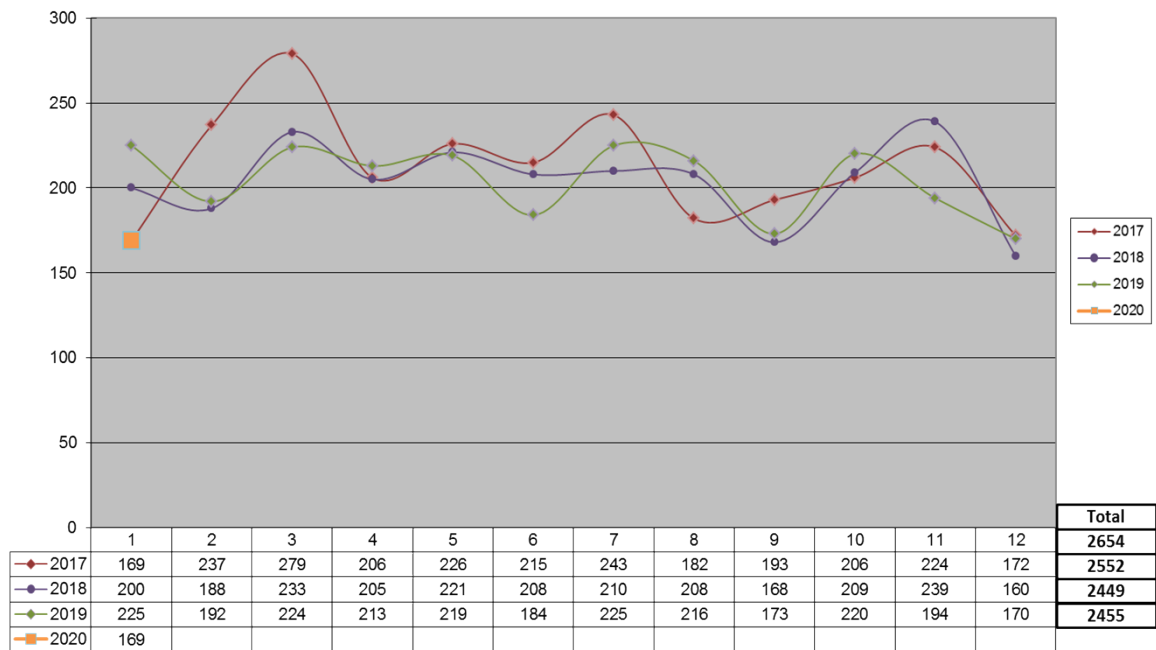
For the period 11 January 2020 to 14 February 2020

1 Progress on Portfolio Matters.

Planning Applications

169 planning applications received in January 2020.

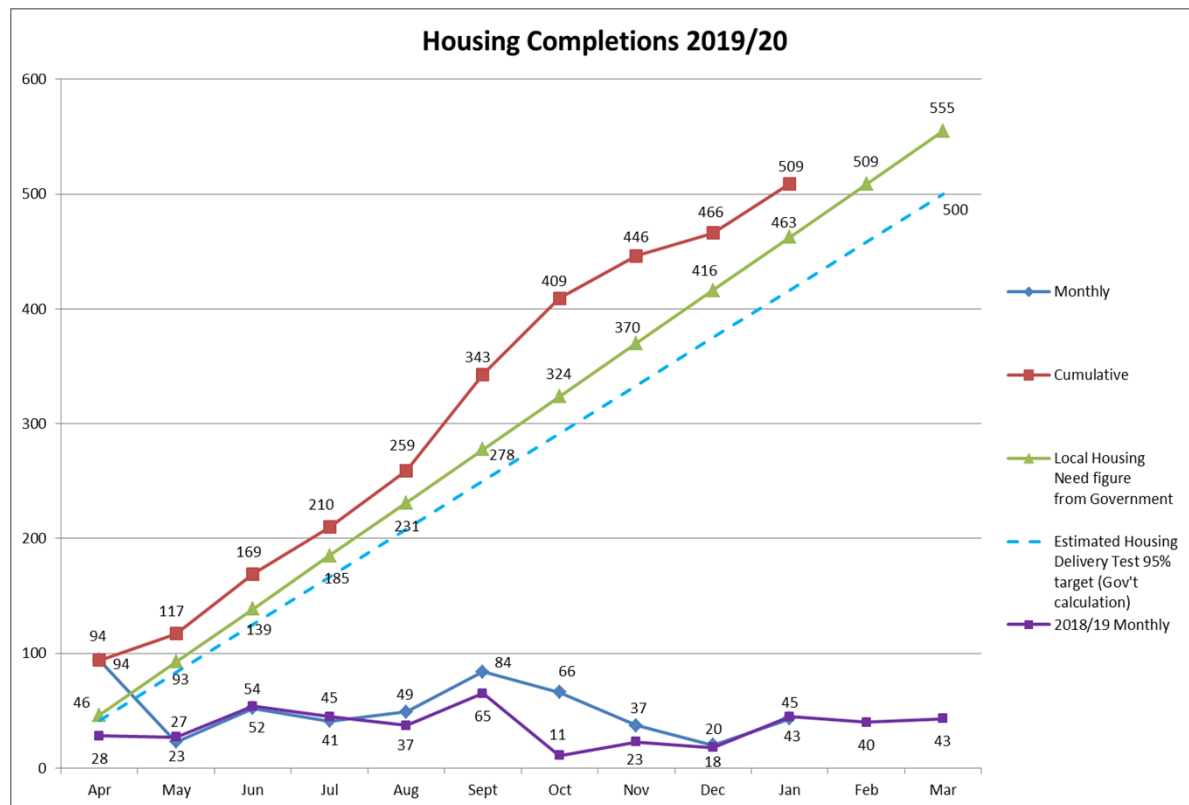
Planning and discharge of condition applications received



Income for the first ten months of the financial year is lower than the same period last year, £1,091,496 in 2018/19 and £944,725 in 2019/20. However, income is now £38,000 higher than projected for the year 2019/20. A balance of £156,000 is required over the remaining two months to achieve the income target of £1,163,650.

Housing Completions

43 completions in January, 509 completions in the first ten months of 2019/20, April – January, compared to 353 in 2018/19, 46 above the projected Local Housing Need figure of 555 set by Government.



Appeal Performance 1/1/19 – 31/12/19

	Dismissed	Allowed
Planning appeals	49	10
	83%	17%
Enforcement appeals	9	1
	90%	10%

The national average figure for planning appeals allowed is around 34%.

Clenchwarton appeal .

The Planning Inspector has dismissed the appeal on part of the former Fosters site in Clenchwarton, following a day long Hearing. The Hearing was well attended by local residents, who had the opportunity to have their say on the proposals. The Inspector concluded that the proposed development was fundamentally contrary to established Local & National planning policies on development in the countryside and flood risk, and as the Council had in excess of a 5 year supply of housing sites, there was no reason to go against those policies.

Housing Delivery Test (HDT)

The Ministry of Housing, Communities & Local Government (MHCLG) have published the HDT 2019 results. The BCKLWN result is 83%.

This means:

- We have 6 months to update our Action Plan (13/08/2020) including progress on the actions within.
- A 20% buffer is now applied in our 5Yr housing land supply calculation. Consequently 8.42 goes down to 7.37 years 'worth of supply'
- Note that from next year, and onwards, if the result dips below 75% the 'presumption in favour of sustainable development' is engaged
- Indicatively this FY's (2019/20) completions should be higher, however the number of homes required over the 3 year period increases
- The Gov have yet to decide how Local Housing Need (LHN) should be calculated going forward.

KLWNBC Result

Number of homes required			Total number of homes required	Number of homes delivered			Total number of homes delivered	HDT 2019
2016-17	2017-18	2018-19		2016-17	2017-18	2018-19		measurement consequence
500	448	556	1,504	412	401	432	1,245	83% Buffer

Neighbourhood Plans

It is important to remember that once completed a neighbourhood plan becomes part of the formal local development plan and is used in the plan decision making process to guide and steer development within that area. There are now almost 40 parishes and local communities involved in the Neighbourhood Plan process. Recent activity includes:

- Holme next-to-Sea have passed their examination and it is anticipated that the local referendum will be held shortly
- Upwell have submitted their plan to the Borough Council, a consultation has been carried out; and their examination will commence imminently
- Both Marshland St. James and Ingoldisthople have started their journey with their areas being formally designated

Local Plan Task Group

The Local Plan continues to be reviewed by the Local Plan Task Group. The process has taken a little longer than originally envisaged. This has been due to the many changes to national policy recently, not least how housing numbers should be calculated. The change in composition of the Borough Council following the local elections last year has also had an impact upon the timetable with a shift in direction and a greater degree of detail. With this in mind a revised timetable for the Local Plan review has been prepared and this indicates that the pre-submission version of the plan should be published Q3 this year and following this the plan submitted for examination.

Meetings Attended

Portfolio Meetings,
Planning Committee
Planning Committee Sifting
Local Plan Task Group,
Custom and Self Build Task Group
Cabinet
Cabinet Briefings
Cabinet Sifting
Regeneration and Development Panel
NCC Infrastructure Committee

CABINET MEMBERS REPORT TO COUNCIL**27 February 2020****COUNCILLOR IAN DEVEREUX- CABINET MEMBER FOR ENVIRONMENT**

For the period 24 January to 17 February 2020

1 Progress on Portfolio Matters.

Preparation for the delivery and mobilisation of the new **Joint Waste Collection Contract** continues. There is excellent cooperation and collaboration between the three Councils working with the Contractor to maximise the available benefits through sharing resources. The first meeting of the new contract Strategic Board is scheduled for 28 February.

This council is in a strong position to make meaningful contributions to the changes in “waste law” which will be enabled by the Environment Bill now before Parliament.

I again raised the issue of the closure of the Wisbech Waste Recycling Facility to West Norfolk residents at the recent Norfolk Waste Partnership Board, but without success as the matter is solely at the discretion of Cambridge County Council. This will cause adverse emissions due to additional mileage to take domestic waste material to the King’s Lynn facilities. Continued vigilance and investigation of **Fly-Tipping** has delivered a further successful prosecution.

Our **Climate Change** Team has completed the Carbon Audit of the BCKLWN Estate which shows the latest estimate of our carbon footprint as 4632 tonnes of Carbon Dioxide equivalent for 2018/19. This is a reduction of 25% since the previous estimate for 2014/15 at 6183 tonnes. The Team is now identifying the carbon reduction pathways and mitigation strategies to enable us to achieve “**net zero**” emissions. These will be wide-ranging with challenging timescales dependent on ongoing projects, evolving National and Regional Policies and Funding. We are committed to working with the County Council, District Councils and the New Anglia Local Enterprise Partnership to align and coordinate efforts in order to maximise the benefits across the County.

2 Forthcoming Activities and Developments.

With the Climate Change Programme now well underway, I have commissioned an update of the Borough Council **Environment Statement** last published in 2011. The revision and the underlying policies and strategies

will be baselined on our current arrangements & achievements, our ongoing projects and longer term aspirations together with the challenges involved. It will be aligned with our Corporate Business Plan and the recently published Norfolk County Council Environment Policy and coordinated with evolving National Policies expected over the next couple of years. It will include consideration of:-

1. Integration of the Climate Change programme
2. Tree strategy and the associated Tree planting commitment
3. Habitat Regulations Assessment, Monitoring, Mitigation & Green Infrastructure programme to protect our Special Conservation Areas.
4. Sponsorship and support to the Norfolk Coast Partnership and to the Wash & North Norfolk Marine Partnership
5. Flood and Coastal Erosion Risk Management through the Shoreline Management Plan, the Wash East Coast Management Strategy, the Hunstanton Coastal Management Plan and Surface Water Management Plans.
6. Membership, support and major investment in Internal Drainage Boards
7. Anglia in Bloom and associated programmes
8. Leadership of the Norfolk SCRAP Fly-tipping enforcement programme
9. Waste Collection and Recycling including Food Collection and Garden Waste initiatives. Active membership of The Norfolk Waste Partnership.
10. Procurement and Management of the environmentally beneficial Joint Waste Collection Contract in conjunction with the Brecklands & North Norfolk District Councils.
11. Support to Communities and Local Groups, including Litter-picks.
12. The Outcomes & Recommendations of the Single-Use-Plastics initiative.
13. The proactive 'environmental/climate change' initiatives of the Local Plan Task Force
14. The Local Plan Housing & Transport provisions for promoting and protecting our Environment
15. Support to the development of Greenways, Cycle-ways and Footpaths.
16. Air Quality improvement: including the outcomes of the King's Lynn Transport Strategy and its programme and projects
17. Land Quality Improvement: including remediation developments at

NORA and Lynnsport.

18. REFIT: The Government sponsored multi-year programme to deploy energy saving measures across the Council Estate.

19. Reduction in the Council Estate Footprint.

20. Investment in Health & Wellbeing through Alive West Norfolk

3 Meetings Attended and Meetings Scheduled

27 Jan -Meeting with Chief Exec & Terry Huggins

-Accounts Training

28 Jan -Governance Task Group

29 Jan -Norfolk Waste Partnership Board

30 Jan -Norfolk Rivers IDB

03 Feb -Joint Panel Meeting on The Budget

04 Feb -Cabinet

05 Feb -King's Lynn IDB – Opening of Wolferton Pumping Station

06 Feb -Meeting with The Leader and a Visitor on Tree Planting

Scheduled

19 Feb -Portfolio Meeting

24 Feb -Planning Training

25 Feb -Portfolio Meeting

-CPP

26 Feb -Governance Task Group

27 Feb -Single Use Plastic – Informal Working Group

-Council

28 Feb -Joint Waste Contract Strategic Board

CABINET MEMBERS REPORT TO COUNCIL

27 February 2020

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR HOUSING

For the period 24 January to 16 February 2020

Progress on Portfolio Matters.

Home Choice

In January there were 1018 live applications

137 High
236 Medium
645 Low

254 New applications/ Change in circumstance

There were 33 applicants Housed

Rough Sleeper Initiative funding

The Council has been successful with our bid to Ministry of Housing, Communities & Local Government (MHCLG) as part of the Rough Sleep Initiative. The fund is part of the governments Rough Sleeping Programme which provides funding for Councils to get people off the streets and into accommodation. The fund will be used to provide support to those who are rough sleeping and have complex needs involving mental health and drug and alcohol.

Visit from MHCLG

Officers recently met with a member of MHCLGs Homelessness Advisory team to review our Homelessness and Rough Sleeper strategy and approaches to preventing homelessness and ending rough sleeping. The outcome was very positive, however the existing approach to care leavers within the councils allocation policy was deemed to be poor practice and required immediate action. Work is currently underway to amend the approach to this group. A letter from MHCLG setting out the findings of the visit is expected later this month.

Gypsy and Traveller Accommodation Needs Assessment

The Borough Council is working jointly with seven other Authorities across Cambridgeshire and West Suffolk to commission a new Accommodation Needs Assessment for those living or needing to live in caravans and houseboats , including (although not restricted to) Gypsies, Travellers, Travelling Showmen and Bargee Travellers.

The Study will provide a robust assessment to inform policy development in Housing and planning and will form an integral part of the evidence base to Underpin individual Local Plans. Each Local Authority will receive a report detailing the findings at district level for their local authority area. The assessment and draft report is expected in May 2020.

Meetings Attended

Full Council
Cabinet Sifting
Meetings with Officers
Cabinet

CABINET MEMBERS REPORT TO COUNCIL

27 February 2020

COUNCILLOR PETER GIDNEY - CABINET MEMBER FOR PROJECT DELIVERY

For the period 15 January to 17 February 2020

1 Progress on Portfolio Matters.

The progress with house sales feel buoyant with continued interest and progress towards new house sales. I hope to say more on the day of the Council Meeting.

Parkway up to 380 homes with improved and New Transport Links

As per the press article in the Lynn News 14th February; there will be an opportunity for members of our community to express their views, ideas and visions on the proposals so far.

The public consultation will take place at the Gaywood Community Centre on the 18th March 2020, open from 10.00 am to and 8.00 pm. In addition ideas and comments can be submitted after the consultation event on- line at this address. west-norfolk.gov.uk/haveyoursay

The Parkway project, as well as housing delivery, will enable better transport links, reduction of traffic and air pollution in Gaywood and elsewhere. In addition the link with the Hardwick Industrial Estate will permit better communication/ access to services, which has a greater significance than at first appears.

As regards housing the approach taken by the council officers involves essential considerations relating to our environment, tree preservation/ care for other open spaces which enable a healthy balanced habitation of people and wildlife leading to pleasant comfortable environment to live.

We are looking forward to contributions and enthusiastic ideas from people of all ages, practical features and visual aspects what they would like to see.

Officers are looking at sustainable features including high thermal efficiency therefore low energy requirements, together with high quality finishes to the houses.

This project has the potential to set a new standard for housing delivery in a sustainable form.

As the structure of local Government financial support changes, it is essential that all future projects within the built environment contribute to the wellbeing of all of our community. Future projects are being scrutinised on the basis of their positive contributions together with the relationship with West Norfolk and the Town, such that, to use a common expression, the whole is greater than the sum of its parts.

Development proposals in Hunstanton,

Hunstanton residents and other interested parties are being encouraged to attend an information and consultation event which is taking place on 27 February, (Council Meeting Day), at Hunstanton Town Hall. The drop-in event, which takes place between 3pm and 7pm, will give people an opportunity to find out more about the proposals for development on Beach Terrace Road end of the Southend Road car park to provide 32 one-, two-, and three-bed flats.

This development is detailed in Phase 1 of the Southern Seafront Masterplan and forms part of the long-term strategic plan for the area. Representatives from the borough council, The Design Partnership (Ely) Ltd and the council's planning consultant will be on hand to discuss the proposals

Scheme developments/ investigations in other areas including Burnham Market are continuing as well as Southern areas.

2 Forthcoming Activities and Developments.

18th March, Parkway Public Consultation and the same headings as February.

Related extracurricular event : Chair for Eastern Regional Event for CABE at Girton College on the 26th February.

3 Meetings Attended

January

15- Portfolio Meeting

20- Haz Pre meeting

Cabinet Sifting

21- Haz Progress Meeting

24- Mayors Play

February

3- Portfolio Meeting

4- Cabinet

13- West Winch Update and Stakeholder Group Proposal

CABINET MEMBERS REPORT TO COUNCIL

27 February 2020

**COUNCILLOR MRS EA NOCKOLDS
CABINET MEMBER FOR CULTURE HERITAGE & HEALTH**

For the period 24th January to 25th February 2020

1 Progress on Portfolio Matters.

The District Discharge Team (our Housing staff), are adding benefits to the QE Hospital patients. The hospital has seen a reduction in delayed discharges, fewer re-admissions and have also alleviated the winter pressures.

The staff are helping patients with problems that may affect their return to home or accommodation, such as general housing queries, finding suitable accommodation, employment or financial problems or social isolation. The way these problems are being solved is through making their homes more accessible, either by installing grab rails, walk-in showers, ramps etc or assistive technology such as Careline, sensor lights and door sensors. Family members or friends of the patients are shown the web-site directory AskLILY. The number of referrals from the medical staff to our housing team during the first 9 months of 2019 was 179. Of those, 65 were for improved access and adaptations and the majority were retired homeowners. The other referrals relate to support networks, housing status and housing quality.

To help Carers to be more informed of the support network in our Borough we are arranging a WN Carers Conference at Lynnsport on 18th March. Together with the Forget Me grant for people with dementia the Handy Person service have completed 599 jobs since last April 2019, an increase on 2018 which was 474. The reputation of our Care & Repair, Ask LILY and District Discharge teams has become well known.

The Lynn Museum continues to have free admission until the end of March 2020, which is provided under the terms of the SLA between the Council and Norfolk Museums Service, NMS. Many joint sessions for schools between Stories of Lynn and Lynn Museum are provided. The sessions include exploring the towns heritage, with particular focus on flooding, Frederick Savage and Captain Vancouver. These school sessions often use the archive collections. At a recent school session with the WW2 theme it involved children visiting the Air Raid shelter. The Seahenge and early history displays remain popular with schools. Visitor numbers have increased by 1,000 in 2019 compared to 2018.

The 'Kick the Dust' joint 4 year project supported by the NLHF matched funded by the Council and NMS is a significant project for young people in our

Borough. The project is targeted at 11-25yrs of age with specific focus on young people who face barriers to participation in heritage and arts activities. The activities are designed by young people and inspired by the vast collections and objects held in the Museum and Stories of Lynn. One of the 'Kick the Dust' projects include the establishment of a weekly Youth Forum. Another project which the young people have produced is the making of a DVD film of the Southgate. The young people have filmed the upstairs rooms showing the artefacts, with one member being the narrator. The DVD showing a virtual tour will be shown on an ipad during the summer opening hours of the Southgate for those who are unable to climb the staircase. The young people received professional assistance from COWA.

2 Forthcoming Activities and Developments.

I will be attending the Royal Horticultural Society Britain In Bloom Seminar with Cllr. Bowyer as both Kings Lynn and Hunstanton has been invited to take part. We will be informed of the criteria of the judging route and the Portfolio.

During the next few months the Kings Lynn Borough Archives are organising events and Workshops for the public starting of with a family event of researching some colourful charters and colouring some of the images of the documents.

3 Meetings Attended and Meetings Scheduled

Portfolio meetings with;

Lorraine Gore Chief Executive
Chris Bamfield Exe Director Commercialisation
John Greenhalgh Assistant Director Community & Partnerships
Martin Chisholm Assistant Director Operations & Commercial
Duncan Hall Assistant Director Regen, Housing & Place
Claire Thompsett Central Parks & Open Space Manager

Cabinet

Laura Skaife-Knight Deputy CEO QE Hospital
WNCCG Primary Care Commissioning Committee
Towns Fund Board
Cultural Board
Alive West Norfolk
Joint Norfolk Museums Committee
Norfolk Records Committee
H&WB District Councils Sub-Committee
Judith Berry Ask LILY/Careline Community Service Manager
Jo Russell District Discharge Co-ordinator
Norfolk Community Foundation - Financial Assistance
Attended Holocaust Service
Britain In Bloom Conference
Groundworks Gallery & Bug Life
Opening of Wolferton Pumping Station
Downham Market Town Council Forum

WN & KL Girls School Trust

CABINET MEMBERS REPORT TO COUNCIL**27 February 2020****COUNCILLOR BRIAN LONG – LEADER & CABINET MEMBER FOR RESOURCES**

For the period 24 January to 15 February 2020

1 Progress on Portfolio Matters.**Norfolk Working Together:**

Leaders and Chief Officers are meeting to establish how local authorities within Norfolk can work better together for the good of all of Norfolk's Residents. Initial meeting for Leaders focused on vision for the next ten years for Norfolk and included analysis on what success would look like for any strategy and what was needed to achieve. I will update council further once all sessions are completed and some outcomes are available.

December Monitoring Report:

December's monitoring report included savings identified within it totalling over £1m the major contributor to which was in turnover savings. (£700k). This additional saving for year to date has been moved to General Fund Balances projected to 31 March 2020 as £8.6m. As previously advised this balance is specifically held for future years deficits and to enable projects that produce revenue to be brought forward.

Staff Long Service:

As was reported in the local press I attended the Staff Long Service awards, these included staff with 10, 20 and 30 years of service. This long service and dedication to West Norfolk is a testament to all of our staff and my thanks goes to each and every one.

2 Forthcoming Activities and Developments.

Nothing to present this month.

3 Meetings Attended and Meetings Scheduled

In addition to my usual round of Cabinet and Portfolio meetings I have also attended the following:

Audit Committee

Meeting with KClimate Concern

Governance Task Group

Town Deal Meeting

Long Service Awards

Met with Apprentices for Apprenticeship Week

Norfolk Leaders – Working Together Sessions

Planning Committee

Official Opening of Wolferton Pumping Station

Meeting to discuss A17 Station Road Junction

Meeting with group leaders ref Standing Orders / Articles.

Mart Opening

To be attended at the time of writing:

Welland & Nene ADA Branch Meeting

Wash and North Norfolk Marine Partnership

Towns Fund Board

Great Ouse Branch ADA – AGM.

Local Hero Awards

Kings Lynn IDB

RECOMMENDATIONS TO COUNCIL ON 27 FEBRUARY 2020 FROM CABINET ON 4 FEBRUARY 2020

CAB97: NOTICE OF MOTION 5/19 CLLR DE WHALLEY - CLIMATE CHANGE

Councillor Devereux presented a report which referred to the Notice of Motion 5/19 submitted to Full Council in October 2019 by Councillor M de Whalley. Council referred the matter to Cabinet to consider the issue further and then report back to Full Council in due course.

Cabinet had requested a report to consider the Motion and its potential impacts. The appendices to the report set out the work being done, and planned to be carried out by the Council.

In presenting the report Councillor Devereux explained that it addressed how the Council was addressing climate change, which had been ongoing for a number of years. The report suggested officers be instructed to produce a Climate Change Policy and strategy with an action plan. He informed members that an officer working group on the subject was ongoing and drew attention to the list of work within the authority which was being carried out. He explained that the Chief Executive was involved with the County Climate Change Group. In referring to the carbon footprint of the borough he reminded members that it was a reasonable observation to make that a lot of the areas of responsibility were global and national and were out of the council's control, but referred to the action plan prepared addressed those issues which were within the councils remit. He acknowledged that there was still much work to do and that circumstances would change but the Council needed to remain active in dealing with the issue. He moved that recommendation 1a in the report be put forward with recommendations 2 and 3.

Under standing order 34, Councillor M de Whalley spoke in support of his Motion drawing attention to the town of Stroud which had achieved carbon neutrality, and the district was working towards this for 2030.

he drew attention to a survey which showed that 56% of respondents wanted this by 2030. He drew attention to Sir David Attenborough's call for 2020 to be the year of action on climate change and urged cabinet to declare a climate emergency.

Under standing order 34 Councillor Parish drew attention to the views of the Planning Committee on the wish to insist on photovoltaic panels being included on new builds particularly when it was a Council project. He considered officers should be instructed to do so.

Under standing order 34, Councillor Joyce commented that he felt decisions were taken outside of policies which were already in place.

Councillor Long drew attention to the work he had been undertaking since his position as portfolio holder for Environment, for example working with the IDBs, Charing the Norfolk Coast Partnership which administered the AONB. He considered that if the council had not been involved to the degree it had the area would be in a much worse position.

Councillor Long drew attention to the fact that this authority had for many years been applying for Salix funding, and was investing in a “Refit” scheme which looked across the council’s property portfolio to upgrade the properties. He acknowledged that West Norfolk had high CO₂ levels, but reminded members about the types of industries which were present in the area. He acknowledged that the Council wasn’t able to force the hand of the industries in the area, but through the Climate Change Strategy could try to influence them to change.

Councillor Long drew attention to the Intern post which was being extended in order to help progress the work involved.

RECOMMENDED: 1) That officers be requested to prepare a climate change policy & separate climate change strategy with action plan.

2) That the Council fully recognise the evolving climate crisis and work towards Borough Council carbon footprint neutrality and net zero district carbon emissions. The dates will be determined taking into account emerging policies at the national and local level.

3) The current 12 month UEA Intern post should be extended to a temporary 2 year fixed term post.

Reason for Decision

- 1) To ensure the Council is able to mitigate its carbon footprint
- 2) To consider and respond to Motion 5/19
- 3) To ensure the work plan and other areas of work are progressed

CAB98: NOTICE OF MOTION 4/19 - CLLR A KEMP - HARDINGS WAY

Councillor Gidney presented a report on Notice of Motion 4/19 which was submitted to Full Council in September 2019 in respect of proposed works affecting Harding’s Way, King’s Lynn. The report set out the background to the project and the wider policy initiatives developed by the Council over a period of time. The purpose of the report was to enable Cabinet to consider the Notice of Motion and determine whether, or not, to accept the requests made under the Motion.

Councillor Gidney explained that the town would undergo a lot of investigations into traffic and routes. Those investigations would be put together in the process required and would be considered in due course.

Assistant Director Property and Projects explained that the report set out the history of the site which was a link point for 2 regeneration areas for the provision of sustainable living in the area. The CIF bid made for the road was for transportation improvements and to secure housing for the area. He explained that a traffic regulation order was required to open Hardings Way to allow for the residential development in the near future.

Under standing order 34 Councillor Kemp spoke to her motion and stated that the funding for the CIF road was provided as a bus lane more of which were needed to

cover the number of additional houses being built. She drew attention to there being no green infrastructure, and that the NCC equalities impact assessment stated there would be implications for disabled people. She considered that the CO₂ levels on London Road would reduce if more buses used Hardings Way in line with the original vision of 26 buses phr, and expressed concern that permitting traffic on the road would mean HGVs using it.

Under standing order 34 Councillor Joyce made reference to a section 14 notice originally put on the road by Highways authority which was lifted in later years. Part of the then strategy was for a park and ride in the south of Lynn. He considered Hardings Way needed more buses on it but to have cars on it would negate the benefits of quicker access by buses.

Under standing order 34 Councillor Bone spoke on this and the next item 6/19 which was his notice of motion as he had to leave the meeting shortly. He echoed what had been said by other speakers and was concerned that Hardings Way would become another bottle neck for traffic. He felt that the traffic plan should be less car orientated and more sustainable for public transport. He had concern on the detrimental impact of cars on Whitefriars School. He wanted it to remain as a bus lane. He felt that the Enterprise Zone buildings would be a good opportunity to encourage green travel.

Under standing order 34 Councillor de Whalley wished to highlight the element of active travel such as walking and cycling of which Hardings Way was a green active travel link to King's Lynn. He drew attention that if opened up to traffic those walkers and cyclists would be breathing fumes.

Council Gidney responded that he did not necessarily disagree with what had been said, but evaluations had to be carried out across the town, and Hardings Way couldn't be ignored or shown any favouritism and could only be evaluated along with the air quality management issues.

Councillor Middleton drew attention to the fact that he lived in the vicinity of Hardings Way and passed through the area regularly. He drew attention to the differing views of people, some wanting to keep it closed and others wanting it opening. He referred to the bigger picture for the town and the Transport Strategy which had a list of options for the future, all of which should be examined. He stated that if the council were to consider making a decision to open it there would be consultation. He was happy to reject the motion.

Councillor Long drew attention to the press article recently about the Southgates on which he had received messages about Hardings Way, however he reminded members that nothing could happen without knowing the impact on the town, so it was proper to reject the Motion, as it would impact on the future development along the road, the plans for which had been in place for some time.

RECOMMENDED: That having considered the requests made under Notice of Motion 4/19 together with the background information set out within this report; the proposals set out in the Notice of Motion 4/19 be rejected.

Reason for Decision

The Council has progressed a number of significant regeneration initiatives within the borough over several years with inputs from a variety of other public bodies and agencies. Significant amounts of funding have been secured from partner agencies to facilitate these initiatives that will help drive the growth, development and sustainability of King's Lynn as a sub-regional centre. The requests made under Notice 4/19 are considered contrary to long-standing Council policies.

CAB99: NOTICE OF MOTION 6/19 CLLR F BONE - HARDINGS WAY

Councillor Blunt presented a report which responded to Notice of Motion 6/19 from Councillor F Bone on Hardings Way. It sought to review the use of Harding's Way for general traffic which had been put forward as one of two options for Harding's Way as part of the King's Lynn Transport Strategy. He reassured members that no decision had been taken on this matter, but that it would be looked at when the projects were reviewed, modelling to see what Hardings Way could absorb, so in essence what had been requested in the Motion would happen, but in due course.

Councillor Bone had spoken in support of the Motion during the previous item.

Under standing order 34 Councillor Joyce made reference to a legal implication which he felt could potentially cause problems and would trigger a legal challenge. He undertook to speak to Councillor Blunt after the meeting.

RECOMMENDED: That Motion 6/19 be noted but that the detailed work requested as part of the Motion be completed as part of the future detail design phase and as part of any planning application should that option be taken forward as part of the King's Lynn Transport Strategy (KLTS).

Reason for Decision

To consider Motion 6/19

CAB100: FINANCIAL PLAN 2019/2024

The Section 151 Officer, T Stankley presented the Financial Plan 2019/2024 which showed that the Council could present a funded budget. The current general fund balances would be required to support the budget in the event that income levels were not achieved and/or delayed, whilst further cost reductions were made.

In presenting the report Ms Stankley explained that the figures had been increased with inflation at 1.7% where required. An additional £1.3m of savings had been identified when revising the 2019/2020 budget which should be achieved by the year. Parking charges had not been increased across the board, however the free third hour had now been removed from the two hour fee. As had previously been forecast, to balance the budget there would need to be a draw on reserves to make up for the shortfall in funding for the coming year.

It was explained that the significant risks identified in the Plan were around the uncertainty of how both the upcoming reform of the Business Rates Retention

Scheme, and the outcome of the Government's Fair Funding Review, would impact on the Council's finances.

The Council Tax was proposed to be increased by £4.50 per annum, which with Special Expenses increases would remain within the £5.00 per annum increase permitted under the Council Tax referendum principles.

Under standing order 34, Councillor Parish asked why it was not possible for a 1 hour parking fee for Heacham beaches, rather than only 2-3 hours as he considered that affected the people visiting the beach, particularly in winter. Councillor Kunes confirmed that there was already a 1hour charge for parking at Heacham. In proposing the budget, Councillor Long explained that the free 3rd hour parking needed to be reviewed, and it was preferable to do that rather than increase parking fees across the board.

Councillor Long drew attention to the fact that if the IDB precept was taken from the Borough's Council Tax levy, this Council's Tax would be the lowest in the country, he reminded members that most other authorities did not have IDB levies.

RECOMMENDED:

1 That Council approve the revision to the budget for 2020/2021 as set out in the report.

2 That Council reaffirm the Policy on Earmarked Reserves and General Fund Working Balance and the maximum balances set for the reserves as noted in the report.

3 That Council :

- 1) Approves the budget of £18,441,610 for 2020/2021 and notes the projections for 2021/2022, 2022/2023 and 2023/2024.
- 2) Approves the level of Special Expenses for the Town/Parish Councils as detailed in the report.
- 3) Approves the Fees and Charges for 2020/2021 detailed in Appendix 5.
- 4) Approves a Band D council tax of £130.37 for 2020/2021

4 That Council approves a minimum requirement of the General Fund balance for 2020/2021 of £922,080.

CAB101: TREASURY MANAGEMENT STRATEGY FOR 2020/21 AND PRUDENTIAL INDICATORS FOR 2019/20 AND 2022/23

T Stankley, the Section 151 Officer presented the report which explained that the Council was required to receive and approve a Treasury Management Strategy Statement; Annual Investment Strategy; and Minimum Revenue Provision Policy Statement which covered:

- The Treasury Management Strategy
- Capital plans, including prudential indicators
- A Minimum Revenue Provision (MRP) Policy
- An Investment Strategy

The report covered the requirements of the Local Government Act 2003, the Chartered Institute of Public Finance Accountants (CIPFA) Prudential Code, the Ministry of Housing, Communities and Local Government (MHCLG) MRP Guidance, the CIPFA Treasury Management Code and the MHCLG Investment Guidance.

The Council's Treasury Advisor, Link Asset Services, provided a template document for the Treasury Management Strategy Statement, which was fully compliant with CIPFA's code and MHCLG's guidance. The Council had used this template in preparing the report.

This report looked at the period 2019-2024, which fitted with the Council's Financial Plan and Capital Programme. Officers of the council had prepared the report based on their views of forecasts for interest rates, and had used information provided by the council's Treasury Management Advisor, Link Asset Services.

Under standing order 34, Councillor Kemp asked if the KLIC loan impairment was included within the Statement of Accounts. The S151 Officer explained that the adjustment entries would be finalised in the near future and included in the final version of the Statement of Accounts for 2018/19. The Leader confirmed it would form part of the year's audit, and the Council had the building and were receiving income from it.

Under standing order 34, Councillor Morley asked members to consider the estimate of capital expenditure in 2019/2020 and the likelihood of being able to spend it within the timeframe left for the year, as the impact on the revenue budgets may be high. Councillor Long responded that this was referring to the Capital Programme, but it was normal that items would slip from the Capital Programme into future years, but it was important to ensure it was covered. He also referred to the Council's investment history and drew attention to the fact that the Council had the lowest risk profile in Norfolk, but was receiving a higher rate of return than many others. He further commented that in order to do the best for West Norfolk, getting the best out of treasury management was important.

RECOMMENDED: That Council approve:

- 1) The Treasury Management Strategy Statement 2020/2021, including treasury indicators for 2020-2024.
- 2) The Minimum Revenue Provision Policy 2020/2021
- 3) The Investment Strategy 2020/2021

Reason for the Decision

The Council must have approved a Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2020/2021 by 31 March 2020.

CAB102: CAPITAL PROGRAMME AND RESOURCES 2019-2024

T Stankley, Section 151 Officer presented the report which:

- revised the 2019/2020 projections for spending on the capital programme
- set out an estimate of capital resources that would be available for 2019-2024
- detailed new capital bids that were recommended to be included in the capital programme for the period 2020-2024
- outlined provisional figures for capital expenditure for the period 2019-2024
- Exempt section of the report detailed proposed future corporate capital projects

Councillor Long reminded members that the Capital programme was a snapshot in time, and items were often re-phased as required. He drew attention to the re-fit programme which was included in the plan for the coming years. He took on board the points raised by Councillor Morley in the previous item.

RECOMMENDED: 1) That the amendments to capital schemes and resources for the 2019-2024 capital programme as detailed in the report be approved.
2) That new capital bids are funded from available capital resources and included in the capital programme 2019-2024 as detailed in the report.

Reason for Decision

To report amendments, re-phasing and resources to the 2019-2024 Capital Programme

CAB104: HUNSTANTON COASTAL MANAGEMENT PLAN

Councillor Devereux presented a report setting out the Hunstanton Coastal Management Plan (HCMP) which was an operational plan to determine what works were required to the Hunstanton sea defences and cliffs over the next 100 years breaking down into short medium and long term projects.

The HCMP followed the general policies laid down in the Shoreline Management Plan 4 (SMP 4) which covered the coastline between Gibraltar Point and Old Hunstanton, and the joint Environment Agency / BCKLWN Wash East Coastal Management Strategy (WECMS).

Councillor Devereux gave information on the proposals set out in the Plan with monitoring and repairs.

Councillor Middleton expressed his disappointment that so many members of the public and councillors had left the meeting when the item was demonstrating work the Council was carrying out to protect the coastline.

Councillor Long commented that it was practical work being carried out that was needed for the area, funded by the Borough along with funding from the successful bid for funding by the Regional Flood & Coastal Committee.

Councillors Morley and Parish commented that they were in support of the proposal and many had seen the detail at the Regeneration and Development Panel.

RECOMMENDED: That the Hunstanton Coastal management Plan be adopted and the financial contributions be approved.

Reason for Decision

To enable the Council to plan prepare and carry out coastal works to meet its obligations under the Shoreline Management Plan 4 (SMP4) and Wash East Coast Management Strategy (WECMS).

CAB105: 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.

CAB106: NAR VALLEY PHASE 4 (TRADITIONAL BUILD)

Councillor Gidney presented the report which considered a viability appraisal for Nar Valley Park Phase four, built using traditional building methods. The previous proposal allowed for the project to be built using Modular Homes units which was not now possible. The land was acquired from the Receiver of Morston Assets in December 2016, following Morston Assets going into receivership.

Assistant Director Companies and Housing Delivery, D Gagen explained that following discussions with the Portfolio Holder, it was agreed that the scheme should be progressed as a traditional build project, in line with the Cabinet and Council approval in 2018, that proposed that, should the 'modular proposal become undeliverable the site should be delivered by traditional building methods', but that a report be presented to Cabinet and Council for approval prior the construction phase of the development taking place.

The surplus generated by the proposed scheme exceeded the benchmark of traditional build costs in the 2018 report. However, it was less than the proposed Modular proposal which had been demonstrated as being undeliverable on this site. The financial impact on the scheme was set out in the report should the Council agree to sell 50% of the units to West Norfolk Property Ltd at 90% of open market value. The ultimate purpose being to create a revenue stream for the Council.

Under standing order 34 Councillor Joyce suggested it may be an opportunity for the Council to resist climate change by building the properties more efficiently, and influencing the Local Plan Task Group to persuade others to do so.

Under standing order 34 Councillor Kemp indicated her support for the scheme and suggested green measures.

Councillor Lawrence commented that he was pleased the project was progressing and would provide a mix of tenure. He thanked officers and members for this.

It was confirmed that the properties were being built in accordance with the agreement with Homes England, but some of the properties would have photovoltaics. It was noted that future Council developed sites were being planned to

deliver more eco friendly properties. This was encouraged by Cabinet members. It was hoped to deliver homes within 18 months. It was also noted that this area would not have been developed if the Council had not stepped in to do so.

RECOMMENDED: 1) That the scheme be progressed as a traditional build project, in line with the Cabinet and Council approval in 2018.

2) That this site be developed using the Major Housing contract with Lovell Partnerships Limited.

3) That the PRS units be sold to West Norfolk Property Ltd at 90% of open market value.

Reason for Decision

1) To develop this site using the Major Housing contract with Lovell Partnerships Limited.

2) To allow the scheme to be developed using traditional methods.

3) To include the tenure mix shown in section 2.5 of this report.

4) To build properties for West Norfolk Property Ltd to manage for the benefit of the residents of the Borough.