

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



# **Environment and Community Panel**

## **Agenda**

Tuesday, 26th January, 2021  
at 3.00 pm

**Remote Meeting on Zoom and available for  
the public to view on [WestNorfolkBC on You  
Tube](#)**



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

Friday 15 January 2021

Dear Member

**Environment and Community Panel**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 26th January, 2021 at 3.00 pm** as a **Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

**1. Apologies for absence**

To receive any apologies for absence.

**2. Minutes (Pages 4 - 8)**

To approve the minutes of the previous meeting.

**3. Declarations of interest**

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

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

**4. Urgent Business**

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

**5. Members Present Pursuant to Standing Order 34**

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and what items they wish to be heard before a decision on that item is taken.

**6. Chair's Correspondence**

If any.

**7. Youth West Partnership Update (40 minutes)**

The Panel received an update on this at the beginning of the project. The project has now ended and information will be provided about the delivery, development and results of the project.

**8. Work Programme and Forward Decision List (Pages 9 - 15)**

**9. Date of the next meeting**

To note that the next meeting of the Environment and Community Panel is scheduled to take place on Tuesday 9<sup>th</sup> March 2021.

**10. OPEN SESSION - Garden Waste Composting Procurement (20 minutes)  
(To Follow)**

**11. Exclusion of Press and Public (if required)**

**12. EXEMPT - Garden Waste Composting Procurement (To Follow)**

To consider any exempt information in relation to the above report if required.

To:

**Environment and Community Panel:** Miss L Bambridge, C Bower (Vice-Chair), A Bubb, A Bullen, S Collop, M de Whalley, A Kemp, J Kirk, J Lowe, C Sampson (Chair), S Squire and M Wilkinson

**Portfolio Holders:**

Councillor Elizabeth Nockolds – Portfolio Holder for Culture, Heritage and Health  
Councillor Stuart Dark – Portfolio Holder for Environmental Services and Public Protection

**Officers**

Barry Brandford, Waste and Recycling Manager  
Martin Chisholm – Assistant Director

**By Invitation:** Representative from the Youth West Partnership.

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK****ENVIRONMENT AND COMMUNITY PANEL**

**Minutes from the Meeting of the Environment and Community Panel held on Tuesday, 8th December, 2020 at 3.00 pm - Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube**

**PRESENT:** Councillors C Sampson (Chair), L Bambridge, C Bower, A Bubb, J Collop (substitute for M Wilkinson), S Collop, M de Whalley, J Kirk, C Morley (substitute for A Bullen), J Rust (substitute for S Squire), A Ryves (substitute for A Kemp) and V Spikings (substitute for J Lowe)

**PORTFOLIO HOLDERS:**

Councillor S Dark – Portfolio Holder for Environmental Services and Public Protection.

Councillor P Kunes – Portfolio Holder for Climate Change and Commercial Services.

Councillor B Long – Leader of the Council

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

**MEMBERS PRESENT UNDER STANDING ORDER 34:** Councillors Bullen, Devereux and Holmes

**OFFICERS:**

Martin Chisholm – Assistant Director

Vicki Hopps – Environmental Health Manager

Peter Jermay - Principal Planner Policy & Water Management Officer

**BY INVITATION:** Paul Burrows – Environment Agency

**EC140: WELCOME AND INTRODUCTION**

The Chair welcomed everyone to the meeting and advised that the meeting was being streamed live on You Tube.

[Click here to view the recording of the meeting.](#)

**EC141: APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bullen, Lowe, Kemp, Squire and Wilkinson.

**EC142: MINUTES**

[Click here to view the recording of this item on You Tube.](#)

**RESOLVED:** The Minutes from the previous meeting were agreed as a correct record subject to EC134 where Councillor de Whalleys suggestion on the proposed Terms of Reference be amended to read 'make recommendations' rather than 'made recommendations'.

EC143: **DECLARATIONS OF INTEREST**

[Click here to view the recording of this item.](#)

Councillor Long declared a non-pecuniary interest in item EC148 as he was a Council appointed representative on the Regional Flood and Coastal Committee.

Councillor Devereux declared a non-pecuniary interest in EC148 as he was an Environment Agency appointee on the Regional Flood and Coastal Committee.

EC144: **URGENT BUSINESS**

There was none.

EC145: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Holmes and Bullen.

EC146: **CHAIR'S CORRESPONDENCE**

There was none.

EC147: **CLIMATE CHANGE INFORMAL WORKING GROUP**

[Click here to view the You Tube recording of this item.](#)

The Chair informed the Panel that Members of the Climate Change Informal Working Group had now been appointed. The Members of the Group would be Councillors Holmes, de Whalley, Bubb, Hipperson, Kirk, Rust and Spikings.

The Group would start to meet in the New Year and report back to the Environment and Community Panel as appropriate.

EC148: **FLOOD & COASTAL EROSION RISK MANAGEMENT UPDATE FROM THE ENVIRONMENT AGENCY'S PERSPECTIVE**

[Click here to view the You Tube recording of this item.](#)

The Chair welcomed Paul Burrows from the Environment Agency to the meeting.

Paul Burrows gave a presentation to Members on Flood and Coastal Erosion Risk Management, as attached.

The Chair thanked Paul Burrows for his presentation and invited questions and comments from the Panel, as summarised below.

In response to a question from Councillor Bambridge, Paul Burrows explained that trees in the right places were important and this could be considered in the future as appropriate.

Councillor Bubb asked about the amenity value of coastal areas and Paul Burrows explained that his role was to look at flood risk and joint working would be carried out to make areas attractive for tourists.

Councillor Rust asked about how areas were protected and Paul Burrows explained that Government set the Policy but did not look at specific areas, this was the role of the Environment Agency and other partners and was determined locally by looking at the choices for the future. Funding would then need to be considered for the range of options available.

In response to a question from Councillor Morley, Paul Burrows explained that the Environment Agency did work with Water Resources East on water retention.

Councillor Ryves asked about finances and Paul Burrows explained that a high level assessment had taken place and this would be used to inform investment strategies and approaches. Comments were also made about how flood risk was considered during the planning process.

Councillor Bullen addressed the Panel under Standing Order 34. He asked about the silting of the Wash and Paul Burrows explained that work was carried out with Local Authorities across the Wash to look at issues as appropriate and these could be built into the Shoreline Management Plan.

In response to a question from Councillor de Whalley, Paul Burrows clarified that the strategy was flexible in terms of sea levels and tactical plans were in place for the next fifteen years whilst the long term plans were being developed. He also provided detail on the Great Fen, converting areas to wetland and pumping stations.

Councillor Devereux addressed the Panel under Standing Order 34 and it was confirmed that joined up working was carried out with Local Authorities around the Fens and Wash.

**RESOLVED:** The update was noted and the Environment Agency would be invited back to the Panel in a year's time to provide a further update if appropriate.

EC149: **TEMPORARY EVENT NOTICES AND COVID**

[Click here to view the You Tube recording of this item.](#)

A request for this item to be considered had been received from Councillor Ryves.

The Environmental Health Manager provided information to the Panel on the powers available to the Council and current legislation relating to Licensing.

Councillor Ryves addressed the Panel expressing his concerns about ensuring events were Covid secure and events in the rural community. He also referred to public safety, planning and highways and the statutory consultation process in relation to the Licensing process and Temporary Event Notices.

Councillor Ryves also raised concerns relating to noise pollution and the Environmental Health Manager explained that this did fall within one of the four Licensing Objectives; public nuisance and any objections from statutory consultees would need to be evidenced based. She also explained that the Licensing process had to consider Licensing Legislation and the four Licensing Objectives, other Legislation, for example Health and Safety, would have to be adhered to by the event organiser, but this was not a consideration for Licensing.

Councillor Ryves made comments about the local environment, especially if events were held near sites of special interest, and was concerned that this was not included in the Licensing regime. The Environmental Health Manager confirmed that this was not one of the four Licensing Objectives.

The Chair acknowledged the concerns expressed by Councillor Ryves, but explained that the Licensing regime was governed by Legislation and the Council could only work within the powers of it. He suggested that Councillor Ryves could try lobbying his Member of Parliament.

Councillor Kunes commented that Temporary Event Notices were a way of ensuring that one off events were carried out legally, could be controlled and have the necessary plans in place. He was concerned that if the Council tried to stop this it could result in events being held illegally.

Councillor Ryves suggested a designated area in the Borough for temporary events. He was also concerned that Parish Councils were

sometimes unaware of Temporary Event Notices. Those present were reminded that all applications were published on the Council's website.

The Environmental Health Manager reminded those present that the Council had to work within the realms of the Legislation.

Councillor Dark, Portfolio Holder for Environmental Services addressed the Panel. He explained that officers did work within the realms of the Legislation and referred Members to the briefing note which had been circulated with the Agenda which included advice from the Licensing and Legal Department.

Councillor Ryves proposed that an Informal Working Group be established to look in depth at the Licensing Regime and if there was any flexibility. This was seconded by Councillor Rust.

After being put to the vote the proposal to set up an Informal Working Group was lost.

EC150: **WORK PROGRAMME AND FORWARD DECISION LIST**

[Click here to view the You Tube recording of this item.](#)

Councillor Bubb suggested an update on the Docks.

**RESOLVED:** The Panel's Work Programme was noted.

EC151: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on 26<sup>th</sup> January 2021.

**The meeting closed at 4.56 pm**



## ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2020/2021

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
<b>2<sup>nd</sup> June 2020</b>	Officer update on the current situation and the impact this will have on the Panel Work Programme.	Update		
	Carried forward from April Meeting - Quarter 3 2019/2020 Corporate Performance Monitoring.	Performance Monitoring	Ged Greaves	
<b>14th July 2020</b>	Alive West Norfolk Update	Update	Chief Operating Officer – Alive West Norfolk	As requested by the Panel.
	Corporate Performance Monitoring – Full Year	Performance Monitoring	Ged Greaves	
<b>8<sup>th</sup> September 2020</b>	Climate Change Policy	Policy Development	Dave Robson, Henry Saunders and Ged Greaves	To consider the draft Policy
	Presentation from Water Resources East		Representatives from Water Resources East	As requested by the Panel at the meeting on 14 <sup>th</sup> July an update on the role of Water Resources East, in particular water storage and retention.
	Balloon and Lantern release ban and signing up to NCC balloon and lantern charter	Opposition Item – requested by Councillor Squire	Nathan Johnson	
	Scrutiny and the Executive Protocol	Policy Development		

	WITHDRAWN - EXEMPT – Amendments to Refuse and Recycling Contract – Food Waste	Cabinet Report	Barry Brandford	To consider the report and make recommendations to Cabinet.
	Air Quality Annual Monitoring	Monitoring	Dave Robson	To receive the annual update.
<b>20<sup>th</sup> October 2020</b>	Annual Update on the Homelessness and Rough Sleeper Action Plan and Work of the Task Group	Update	Duncan Hall and Nikki Patton	Last update presented to the Panel in October 2019
	EXEMPT – Homelessness Update.	Update	Duncan Hall and Nikki Patton	To include funding opportunities, future projects, threats and risks and winter preparedness.
	Statement of Licensing Policy	Policy Development	Marie Malt	3 Year Review.
	Climate Change Informal Working Group	Operational		To set up the Informal Working Group as agreed by the Panel at their meeting in September.
<b>8<sup>th</sup> December 2020</b>	Update on Flood Defences. Environment Agency	Update	Paul Burrows from the Environment Agency	Update as requested by the Panel at their meeting in July 20.
	Temporary event Notices and Covid	Opposition Members Item	Marie Malt	To discuss a request received from an opposition Member.
	Update on Membership of the Climate Change Informal Working Group	Update	Chair	To update on who will sit on the Group
<b>26<sup>th</sup> January 2021</b>	Youth West Partnership Update	Update	Tracy Ellis - YMCA	Update now that the agreement has ended, to provide information about the delivery, development

				and results of the project.
	EXEMPT – Garden Waste Procurement	Cabinet Report	Barry Brandford	To consider the report and make any appropriate recommendations to Cabinet.
9 <sup>th</sup> March 2021	Update on HMO's and Housing Standards		John Greenhalgh, Mark Whitmore and Sean Quinn	Requested by the Panel at their meeting in July 20
20 <sup>th</sup> April 2021				

### To be scheduled

- Shop mobility
- Prevent and County Lines – last update presented to the Panel in October 19. Also to include update on Modern Slavery.
- Update on the 'Keeping Seals Safe from Flying Rings' Campaign – as required.
- Nominations to Outside Bodies and Appointments to Task Groups and Informal Working Groups – to be added to the Work Programme after an Annual Council Meeting has been held.
- Sustainability Transformation Plan – Update from the CCG
- Contaminated Land Strategy Review
- Gayton Road Cemetery
- Urban Wildlife.
- Presentation on Biodiversity
- Presentation from the IDB on their role and function
- Peat Bogs and CO2 emissions
- Anti Littering Campaign
- Together for Rivers Campaign
- Wild East Nature Recovery Programme
- The Docks
- Update on Flood Risk and Management from the Environment Agency – last update was December 2020. Annual Update.

**FORWARD DECISIONS LIST**

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
2 February 2021						
	Budget and Capital Programme	Key	Council	Leader Asst Director Resources		Public
	Garden Waste Composting Procurement	Key	Cabinet	Environmental Services and Public Protection Asst Dir Commercial Services		Part Public Part Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)-
12	Southend Road and Hunstanton Bus Station	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Parkway	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
16 March 2021						
	Fens Biosphere	Non	Cabinet	Climate Change and Commercial Services Asst Director – S Ashworth		Public
	Lynnsport one	Key	Council	Project Delivery Asst Dir Companies & Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Local Plan Review Documentation – Pre Submission	Key	Council	Development Exec Dir – G Hall		Public
	Norfolk Strategic Planning Framework – Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy (GI / RAMS)	Key	Cabinet	Development Exec Dir – G Hall		Public
	Norfolk Strategic Planning Framework document (v3 2020)	Key	Cabinet	Development Exec Dir – G Hall		Public
	Strategic Property Acquisition	Key	Cabinet	Business Development Asst Dir Property & Projects – M Henry		Private - Contains exempt Information under para 3 – information relating to the business affairs of

						any person (including the authority)
	Salters Road, King's Lynn	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Food Waste Collection	Key	Council	Environmental Services and Public Protection Asst Dir Operations and Commercial		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

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<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
May 2021 date to be confirmed						
	Major Housing Project 2	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

	Update to the Major Project Board Terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public
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