

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



Environment and Community Panel

Agenda

Tuesday, 9th March, 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 26th February 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, 9th March, 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 - 7)

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. Public Sector Decarbonisation Scheme (30 minutes) (To Follow)

To consider the report (to follow) and make any appropriate recommendations to Cabinet.

8. Work Programme and Forward Decision List (Pages 8 - 16)

9. Date of the next meeting

To note that the next meeting of the Environment and Community Panel is scheduled to take place on 20th April 2021.

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 P Kunes – Portfolio Holder for Climate Change and Commercial Services

Officers:

Martin Chisholm – Assistant Director, Operations and Commercial
Stuart Ashworth – Assistant Director, Environment and Planning

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, 26th January, 2021 at 3.00 pm in the 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, A Bullen, J Collop (substitute for M Wilkinson), S Collop, A Kemp, J Kirk, J Lowe, C Rose (substitute for M de Whalley) and S Squire.

MEMBERS PRESENT UNDER STANDING ORDER 34: Councillors A Holmes and A Ryves.

PORTFOLIO HOLDERS:

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

Councillor P Kunes – Portfolio Holder for Commercial Services

Councillor E Nockolds – Portfolio Holder for Culture Heritage and Health

OFFICERS:

Geoff Hall – Executive Director

Martin Chisholm – Assistant Director

Barry Brandford – Waste and Recycling Manager

BY INVITATION:

Tracy Ellis – YMCA Norfolk

EC152: **WELCOME AND INTRODUCTIONS**

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.](#)

EC153: **APOLOGIES FOR ABSENCE**

Councillors de Whalley and Wilkinson.

EC154: **MINUTES**

RESOLVED: The Minutes from the previous meeting were agreed as a correct record.

EC155: **DECLARATIONS OF INTEREST**

There were no declarations of interest.

EC156: **URGENT BUSINESS**

There was none.

EC157: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Holmes and Ryves.

EC158: **CHAIR'S CORRESPONDENCE**

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

The Chair informed the Panel her had received three items of Chair's correspondence:

- Councillor Bubb asked if anything had progressed with welcome signs to West Norfolk, which had been discussed by the Panel quite a while ago. The Chair explained that this would be looked into and reported back to the Panel.
- Councillor de Whalley had asked about the Climate Change Informal Working Group and Biodiversity Cabinet Task Group. It was explained that they would be two separate bodies and Councillor Kunes informed the Panel that the establishment of the Cabinet Task Group was progressing.
- Councillor Bower had queried the membership of the Single Use Plastics Informal Working Group and was informed that membership had not changed.

EC159: **YOUTH WEST PARTNERSHIP UPDATE**

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

The Chair welcomed Tracy Ellis from YMCA Norfolk to the meeting. Tracy Ellis provided the Panel with information on the Youth West Partnership.

The Chair thanked Tracy Ellis for her presentation and invited questions and comments from the Panel, as summarised below.

Comments were made regarding the benefits of online sessions for young people and the hopes that these could continue.

The Panel was provided with numbers of attendees at the Discovery Centre and Swan Centre and Members of the Panel commended the work carried out by the partnership.

Councillors Bambridge and Kemp agreed to liaise with Tracy Ellis separately to discuss issues relating to South Lynn and the town centre.

Tracy Ellis informed the Panel that she had posters and leaflets that she could share with Councillors if required.

Councillor Nockolds, Portfolio Holder for Culture, Heritage and Health commended the work carried out by the partnership and hoped that this could continue in the future.

Tracy Ellis responded to questions related to the maintenance and fabric of the buildings used.

RESOLVED: The update was noted and Tracy Ellis to be invited back to the Panel in twelve months' time to provide an update.

EC160: **OPEN SESSION - GARDEN WASTE COMPOSTING PROCUREMENT**

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

The Waste and Recycling Manager presented the report, which detailed the procurement exercise completed for a new garden waste processing service to commence at the end of March 2021.

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

The Waste and Recycling Manager responded to questions relating to the tender exercise and outlined the restrictions on bins including access to households who had bagged collections or lived in rural areas. He explained that there was no cap on the amount of bins available, and there was a huge increase in take up during the first lockdown period.

He also explained the processing process and the role of Serco.

The Panel agreed to move to exempt session to discuss the exempt elements of the report.

EC161: **WORK PROGRAMME AND FORWARD DECISION LIST**

RESOLVED: The Panel's Work Programme was noted.

EC162: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel was scheduled to take place on Tuesday 9th March 2021. However this

was subject to the ongoing Covid response and the potential cancellation of non-essential meetings.

EC163: **EXCLUSION OF PRESS AND PUBLIC**

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

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 12 A to the Act.

EC164: **EXEMPT - GARDEN WASTE COMPOSTING PROCUREMENT**

The Panel discussed the confidential elements of the report.

The Portfolio Holder for Environmental Services and Public Protection addressed the Panel.

The Waste and Recycling Manager responded to questions relating to the composting process, costs and contractor

RESOLVED: That the Environment and Community Panel supports the Cabinet Recommendation as set out below:

That the Council enters into a contract with the preferred bidder identified in Confidential Appendix 1 for the provision of composting.

The meeting closed at 4.06 pm

ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2020/2021

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
2nd June 2020	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	
14th July 2020	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	
8th September 2020	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 th 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.
20th October 2020	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.
8th December 2020	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
26th January 2021	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.
9th March 2021	Public Sector Decarbonisation Scheme	Cabinet Report	Stuart Ashworth and Cllr Kunes	To consider the report and make any appropriate recommendations to Cabinet.
20th April 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

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.
- Update on Youth West Partnership – last update was in Jan 21 – next update requested for Jan 22

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
16 March 2021						
	Norfolk Strategic Planning Framework document (v3 2020)	Key	Cabinet	Development Exec Dir – G Hall		Public
12	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)
	Southend Road, Hunstanton	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)
	Standing Order referrals back from Council	Non	Council	Leader Monitoring Officer		Public
	Public Sector Decarbonisation Scheme	Key	Cabinet	Climate Change and Commercial Services Asst Dir – Env and Planning		Public
	Creation of CIL spending Panel	Non	Cabinet	Development Monitoring Officer		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
Date May 2021 tbc						
	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)
3	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)
	Fens Biosphere	Non	Cabinet	Climate Change and Commercial Services Asst Director – S Ashworth		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)

	Tree Planting Strategy	Non	Cabinet	Climate Change and Commercial Services Asst Director – S Ashworth		Public
	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
14	Food Waste Collection	Key	Council	Environmental Services and Public Protection Asst Dir Operations and Commercial – M Chisholm		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Pay Award 2021-22	Non	Cabinet	Leader Exec Dir – D Gates		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 June 2021						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
3 August 2021						

	Update to the Major Project Board Terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public
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Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
21 September 2021						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
16 November 2021						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
11 January 2022						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
8 February 2022						
	Budget	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Capital Programme	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Treasury Management Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Capital Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 March 2022						