

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

## **CABINET DECISION SHEET**

**Decision Sheet from the Meeting of the Cabinet held on Tuesday, 17th November, 2020 at 3.00 pm in a Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube**

**PRESENT:** Councillor B Long (Chair)  
Councillors R Blunt, P Gidney, P Kunes, A Lawrence, G Middleton  
and E Nockolds

Apologies for absence were received from Councillor S Dark

### **1 CHRIS BAMFIELD**

The Chair made reference to the very sad news of the disappearance of Chris Bamfield, recently retired Executive Director, whilst wind surfing off Hunstanton at the weekend. He spoke of the great fondness and respect that Chris was held with amongst the wider Borough Council family. He stated that all thoughts were with Chris and his wife and family at this awful time.

### **2 MINUTES**

**RESOLVED:** The Minutes of the Meetings held on 22 September and 26 October 2020 were approved as a correct record and signed by the Chair.

### **3 URGENT BUSINESS**

None

### **4 DECLARATIONS OF INTEREST**

None

### **5 CHAIR'S CORRESPONDENCE**

None

### **6 MEMBERS PRESENT UNDER STANDING ORDER 34**

The following Councillors attended under standing order 34

Councillors C Joyce, J Moriarty, A Ryves and M de Whalley

7        **CALLED IN MATTERS**

None

8        **FORWARD DECISIONS**

The Forward Decision List was noted

9        **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

The comments from the Environment and Community Panel and Corporate Performance Panel had been distributed and were taken into account by Cabinet at each item.

With regard to Corporate Performance Panel comments on amendments to standing orders the Chair confirmed he would enter into discussion with Group leaders prior to the Council meeting.

10       **STATEMENT OF LICENSING POLICY**

**RECOMMENDED:** That the Council be invited to adopt the revised Statement of Licensing Policy in accordance with the requirements of the Licensing Act 2003.

**Reason for Decision**

It is a statutory requirement that the Council adopts a Statement of Licensing Policy and review and publish that policy each five year period.

11       **COVID 19 RESPONSE AND RECOVERY PLAN**

**RECOMMENDED:** That the proposed Recovery Action Plan attached to the report is adopted.

**Reason for Decision**

To facilitate the achievement of objectives outlined in the Council's Covid-19 Recovery Strategy. Also, to enable the prioritisation and resource allocation necessary to promote recovery from Covid-19, whilst also retaining the ability to react quickly to further peaks, local outbreaks or national initiatives relating to Covid-19.

12 **ASSET MANAGEMENT - COMMERCIAL PORTFOLIO - VARIATION TO DELEGATION**

**RESOLVED:** 1) That authority is given to the Assistant Director – Property and Projects to revise the lease arrangements, as outlined for the specific case detailed within the report.

2) To delegate authority to the Assistant Director – Property and Projects, in consultation with the Portfolio Holder for Business Development, and the Council’s Assistant Director – Resources, the ability to review individual lease arrangements for the commercial portfolio, on a case by case basis, as they arise in line with the parameters set out in the report.

**Reason for Decision**

To ensure adequate flexibility to protect the Council’s financial interests and work with local businesses during the current challenging economic climate.

13 **DELEGATED AUTHORITY COVID DISCRETIONARY SCHEMES**

**RESOLVED:** That authority be delegated to the Revenues and Benefits Manager, in consultation with the s151 Officer and Council Leader, to decide the discretionary criteria for government Covid-19 support schemes and discounts where they:

- Are part of a central government Covid-19 support initiative,
- Are funded by central government, and
- Will be administered by the Revenues and Benefits section

**Reason for Decision**

To ensure decisions on discretionary criteria for Covid-19 support schemes can be made in a fair and timely manner so grants and discounts can be awarded quickly to residents and businesses in financial need.

14 **SCHEME OF DELEGATION**

**RECOMMENDED:** That the amended Scheme of Delegation be approved.

**Reason for Decision**

To ensure the scheme of delegation is in line with the portfolio areas of responsibility.

15      **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 paragraph 3 of Part 1 of Schedule 12A to the Act.

16      **CARELINE ALARMS CONTRACT**

**RESOLVED:**      1)      That the award of a new contract to the successful contractor from 1 April 2021 be approved.

2)      That delegated authority is provided to the Assistant Director of Community and Partnerships, in conjunction with the Portfolio Holder, to substitute the next ranked contractor if due diligence checks reveal any insurmountable problems with the preferred bidder.

**Reason for Decision**

To ensure that the Council complies with public procurement regulations and continues to provide a reliable service to the Council's Careline clients.

17      **CARE AND REPAIR CONTRACTORS FRAMEWORK FOR AID AND ADAPTATIONS**

**RESOLVED:**      That the signing of framework agreements with the contractors be deferred pending the completion of the due diligence work being carried out, and a special Cabinet be held to consider the report once all the work is complete.

**Reason for Decision**

To ensure that the Council obtains best value for the grants that it administers for aids and adaptations work for elderly and vulnerable people and to ensure compliance with procurement regulations and to ensure all due diligence work is completed.

**The meeting closed at 4.00 pm**