

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK
JOINT MEETING OF THE REGENERATION & DEVELOPMENT AND
ENVIRONMENT & COMMUNITY PANEL

Minutes from the Meeting of the Joint Meeting of the Regeneration & Development and Environment & Community Panel held on Wednesday, 28th October, 2015 at 6.00 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn

PRESENT: C Sampson (Chairman)
 Councillors L Bambridge, A Bubb (substitute for Mrs J Westrop),
 Mrs J Collingham, Mrs S Collop, P Colvin (substitute for C J Crofts),
 Mrs S Fraser, G Hipperson, M Hopkins, M Chenery of Horsbrugh, M Howland,
 P Kunes, Mrs K Mellish, P Rochford, M Shorting, T Smith, Mrs S Squire, A Tyler,
 Mrs E Watson, D Whitby and Mrs A Wright

Portfolio Holders

Councillor A Lawrence, Portfolio Holder for Community
 Councillor Mrs E Nockolds, Portfolio Holder for Culture, Heritage and Health

Officers:

Chris Bamfield, Executive Director Commercial Services
 Martin Chisholm, Business Manager, Leisure and Public Space
 Laura Hampshire, Regeneration Project Officer
 Ray Harding, Chief Executive
 Steven King, THI Project Officer
 Cara Jordan, Barrister
 Ostap Paparega, Regeneration and Economic Development Manager

RD&EC68 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Beales, C Crofts, N Daubney, M Tilbury and Mrs J Westrop.

RD&EC69 MINUTES

RESOLVED: The minutes from the meeting held on 30 September 2015 were agreed as a correct record and signed by the Chairman.

RD&EC70 DECLARATIONS OF INTEREST

Councillor Mrs Collop declared that a relative had sent a letter in response to the Hackney Carriage and Private Hire Licensing Fees consultation (RD&EC76).

RD&EC71 URGENT BUSINESS

There was none.

RD&EC72 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

There was none.

RD&EC73 **CHAIRMAN'S CORRESPONDENCE**

There was none.

RD&EC74 **MATTERS REFERRED TO THE PANEL FROM OTHER COUNCIL BODIES AND RESPONSES MADE TO PREVIOUS PANEL RECOMMENDATIONS/REQUESTS**

There was none.

RD&EC75 **EVENTS**

a **Hanse Festival**

The Regeneration and Economic Development Manager provided the Panel with an overview of the Borough Council's involvement in Hanseatic activities.

The Panel was provided with the history of the Hanseatic League which, during medieval times, consisted of over 200 towns and cities around the North Sea and Baltic Sea. It was an economic and trade alliance which historically had political power.

The Regeneration and Economic Development Manager explained that in 1980 a new group of 43 former Hanseatic League members reinstated the Hanse Union. England currently had three members; King's Lynn, Boston and Hull. The new Hanse League currently has members from 184 cities and 16 countries.

Business Hanse was created in 2013 and the Borough Council was one of the co-founding members. There were over 142 members in 9 European countries and 112 businesses involved in Business Hanse. The aim of Business Hanse was to encourage export and trading across the Hanse Economic Area.

The Panel was informed that the Borough Council's reason for involvement in Hanse was to promote the heritage of the area and encourage tourism, assist in meeting corporate priorities within the corporate business plan and encourage trade.

The Regeneration and Economic Development Manager explained that the Borough Council had been promoting King's Lynn's Hanseatic Heritage for several years through events celebrating international Hanse Day. He explained that international Hanse Day was an annual event with over 100 towns and cities participating.

2015 was the 10th Anniversary since the King's Lynn had joined the Hanse League so a Hanse Festival and Business Convention had been held to promote the heritage of King's Lynn.

The Business Convention included representatives from local businesses, UK Trade and Investment, Local Enterprise Partnerships and Growth Accelerators. Workshops, funding hubs and one to one advice was available throughout the convention. A business reception was also hosted by the Borough Mayor.

The Hanse Festival was held over a weekend in May 2015 and included activities for children, medieval activities, musical entertainment and the chance to go on board a 14th century replica Hanseatic Kogge which was docked at the Pontoons.

Children from local primary schools had also been engaged in a 'Crazy Composers' project. Workshops had been delivered in the school and pupils then performed at the Minster and King's Staithe Square.

King's Lynn Civic Society also held a community breakfast which had been well attended and well received.

The Chairman thanked the Regeneration and Economic Development Manager for his report and invited questions and comments from the Panels, as summarised below.

Councillor Baron Chenery of Horsburgh asked for clarification of who was the Lord High Admiral of the Wash. The Chairman explained that King's Lynn Conservancy Board would be able to advise accordingly.

Councillor Tyler informed those present that he had spent a lot of time helping to promote the connections with Hanse. He felt that it presented an opportunity to promote the heritage and history of King's Lynn. Councillor Tyler explained that a book on King's Lynn's involvement in Hanse would be published and the intention was to use it in schools. He hoped that it would be available as part of the education of young people. Councillor Tyler asked the Regeneration and Economic Development Manager if he believed that the local economy and businesses would benefit from links and connections with the Hanse League. The Regeneration and Economic Development Manager explained that the businesses around the Waterfront had recorded record sales over the Hanse Festival weekend and footfall in the town centre was up. He explained that UK Trade and Investment and the Borough Council worked with

Businesses and inward investment enquiries to assist them where possible.

The Executive Director explained that research had shown that town centres could not thrive on just retail; they needed to capitalize on the heritage offer to draw in visitors to the town.

In response to a question from Councillor Mrs Squire, the Regeneration and Economic Development Manager explained that the Business Hanse only came into being two years ago so it was difficult to measure its benefits, however, the Council did deal with lots on enquiries through the network.

In response to a question from the Vice Chairman, the Regeneration and Economic Development Manager confirmed that the costing of the business event did include the Mayor's reception. He explained that work was ongoing to look at proposals for the next three years event package and bids for funding would be made for a programme from 2016 to 2019. The Regeneration and Economic Development Manager confirmed that staffing costs had not been included in the figures presented in his report.

The Vice Chairman explained that it was important for events to be adequately marketed and promoted. The Regeneration and Economic Development Manager explained that press releases had been sent and the events had been promoted through the local media. The Vice Chairman commented that events should be publicised nationally.

The Chairman commented that he felt events were publicised well through the local media.

Councillor Shorting commented that all entrances to the town centre should have posters or billboards displaying event information.

Councillor Mrs Nockolds, Portfolio Holder for Culture, Heritage and Health explained that the Council did have a display at the Sandringham show and at Hansetag days, so that they could promote King's Lynn nationally and internationally.

The Executive Director explained that as part of the Heritage Lottery Funding for the Town Hall a four year activity plan would be provided which would incorporate some of the Hanse Festival events.

Councillor Mrs Mellish thanked the Regeneration and Economic Development Manager for a good report. She explained that the cost of the event needed to be compared to the economic benefit. She was disappointed that the Business benefit had not yet been realised and asked if the same could be achieved if the Council did not have the links with the Hanse and the associated costs. Councillor Mrs Mellish commented that the report did not show costs of flights and subsistence relating to the Hanse.

Councillor Mrs Wright explained that she was on the Hanse Committee who dealt with organising the events and she felt that the Council's involvement in Hanse had really helped to 'bring the town alive'. All of the activities combined delivered a unique experience. She reminded those present that King's Lynn housed the only surviving Hanseatic Warehouse in the Country. She highlighted the tourism and business benefits of showcasing King's Lynn's unique Heritage and stated that King's Lynn's future was in its past.

RESOLVED: The report was noted.

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General Events

The Commercial Services Business Manager provided those present with a quick review of events held in 2015.

He explained that the Borough Council had organised a detailed and elaborate events programme over the Spring and Summer. A minimum of one major event every fortnight had been planned. The ethos behind this was to contribute towards the Council's Corporate Strategy by developing a vibrant town centre, stimulate business growth and interest and help people value their cultural heritage. The Council worked with many partners and organisations to deliver the events. Details were provided of the following events:

- 27th March – Lumiere Festival of Light
- 3rd May GEAR and mini-GEAR. Highest ever entries recorded this year.
- 15th to 17th May – Hanse Weekend.
- 30th May – Sports Activity Day.
- 13th and 14th June – Magna Carta 800th Anniversary.
- 27th June – Festival Too Fireworks
- 3rd, 4th, 10th, 11th July – Festival Too.
- 5th July – Extra daytime Festival Too event.
- 18th July – Spitfire trail Launch/RAF Cadets Freedom Parade
- 19th July – 40's day
- 25th July – King's Lynn Festival Street Entertainment
- 1st, 15th, 29th August – Covent Garden Street Entertainment
- 9th August – Mods and Rockers
- 22nd and 23rd August – Water Ski Racing
- 23rd August -Fairy Tales and Legends
- 12th and 13th September – Beer Barbers and Butchers
- 13th September – Heritage Open Day organised by King's Lynn Civic Society and Classic Car Show.

The Panel was provided with footfall statistics which showed the difference in footfall on event days compared to the same day the previous year. Detail of the cost of each event was also provided.

The Business Manager explained that a budget was available for 2016/2017 events, but what would be available in future years was unknown. Work was ongoing to put together an EU funding bid for a

programme of events from 2017 to 2019. The Business Manager informed those present that the King's Lynn Town Centre Partnership was also progressing proposals for a Business Improvement District. If the Business Improvement District came into fruition funds would be available and those involved in the Business Improvement District would choose how they were spent. He explained that the King's Lynn Town Centre Partnership had acknowledged that activities drive footfall in the town centre.

The Business Manager informed those present of events planned for the rest of the year which included Fawkes in the Walks on 6th November and the Christmas Lights switch on, which this year had been changed to a Sunday to make it a more family friendly event. The switch on event would take place on 22nd November.

The Panel was informed that a schedule of events for 2016 was currently being planned using feedback and statistics from the events held in 2015.

The Chairman thanked the Business Manager for his report and invited questions and comments from the Panel, as summarised below.

Councillor Smith commented that the footfall figure for GEAR was not included in his report. The Business Manager agreed to make the figures available.

Councillor Shorting commented that an international angling event was to take place next year in King's Lynn. The Business Manager asked Councillor Shorting to pass on the details to him.

Councillor Bubb explained that he was disappointed that some of the eating establishments in the town centre had not been open during the events. The Business Manager explained that he shared this concern. Events were well publicised and businesses were made aware of the events through the King's Lynn Town Centre Partnership. He explained that he was surprised that the businesses would not want to make the most out of the opportunities for increased trade. The Business Manager explained that the availability of food would be looked at when planning future events.

Councillor Kunes congratulated all those involved in the events programme as he felt that all events were excellent, especially the Water Ski weekend which he had attended and noticed a significant increase in footfall.

In response to a question from Councillor Howland, the Business Manager explained that the spitfire models used in the spitfire trail would be auctioned off for charity on 3rd December at the town hall.

Councillor Hopkins congratulated all those involved in the events and referred to the application to bring the weeping window of poppies into

the town. The Business Manager explained that some of the poppies which had been used at the Tower of London were on tour, and the Council had made an application for them to come to King's Lynn. Nothing had been confirmed at present.

Councillor Mrs Squire asked if the weather had been recorded on event days and if this had an impact on footfall. The Business Manager explained that there was currently no weather recording equipment in King's Lynn, but acknowledged that the weather was an important factor in relation to the success of the events.

The Portfolio Holder for Culture, Heritage and Health, Councillor Mrs Nockolds commented that she felt that there had been a fantastic summer of events and she was still receiving positive feedback. She stressed the importance of keeping the town lively and vibrant. She referred to an article on King's Lynn which had recently been published in the Daily Mail. She explained that King's Lynn was also promoted on the Visit England website and regularly in the local media. The Portfolio Holder thanked all those involved in making the events successful.

RESOLVED: The report was noted.

RD&EC76

CABINET REPORT - REVIEW OF HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING FEES

The Barrister presented the Cabinet report explaining that the Deregulation Act 2015 had introduced changes to hackney carriage and private hire legislation. Changes included the duration of hackney carriage and private hire driver's licences to three years, the duration of private hire operator's licences to five years and the ability for private hire operators to sub contract bookings to a private hire operator licensed by another local authority.

The Barrister explained that the introduction of the new licence durations required a fee to be set. The last review of fees was in 2011 so the Licensing Department had reviewed all hackney carriage and private hire fees at the same time. The proposed fees and how they had been calculated was set out in the report.

The Barrister referred to the appendices contained within the report which included objections from members of the trade in relation to the increase in fees.

The Chairman thanked the Barrister for her report and invited questions and comments from both Panels, as summarised below.

Councillor Smith commented that he had read through all of the correspondence and felt that a lot of the objections could have been

avoided if information had been made available at the outset on how the figures had been calculated.

Councillor Smith referred to the legislation which allowed for operators to sub contract out to operators licensed by another local authority. He asked if the operators would have to adhere to the Borough Council's standards and if there was a difference in the standards set between different local authorities. The Barrister explained that there would be variations in the requirements of different local authorities, but they should all follow the same standard requirements such as the fit and proper test and take account of the guidance available and case law.

The Chairman commented that one of the differences could be the age and mileage of vehicles which were allowed to be licensed.

The Barrister explained that any complaints received would be considered and action could be taken against the driver if required.

The Chairman reminded those present that this was a new piece of legislation and Members would have to monitor its impact. If significant problems arose, Members could lobby the relevant Minister and Local MP's.

The Chairman reminded those present that the recommendations set out within the report were to approve the new fee structures. The ability for private hire operators to sub contract bookings to a private hire operator licensed by another local authority was set out in legislation so had been included within the report for information.

Councillor Bubb asked why the fees had increased as a longer duration licence should take no more time to administer. The Barrister referred to the report which set out the reasons why the fees had increased.

Councillor Smith requested that the Panel be kept updated on the impact of the new fees be provided to the Panel in 12 months' time.

Councillor Kunes suggested that the meter rates could be increased which would cover the increase in fees. The Portfolio Holder for Community, Councillor Lawrence explained that there needed to be a balance and not all members of the trade may want to see the meter rate increased as they could lose business.

Councillor Mrs Squire asked if there were statistics available on the amount of new licenses granted in the last 12 months and the Barrister agreed to circulate the information.

RESOLVED:

(i) That an update on the ability for private hire operators to sub contract to another local authority operator be provided to the Panel in 12 months time.

(ii) That the Regeneration and Development & Environment and Community Panel support the recommendations to Cabinet as follows:

1. The Council approves the new fee structure for drivers of hackney carriages and private hire vehicles;
2. The Council approves the new fee structure for private hire operators.
3. The Council approves the new fee structure for vehicles and other sundry matters attached in the fee structure.

RD&EC77

CABINET REPORT - GAMBLING ACT POLICIES

The Barrister presented the Cabinet report and explained that the Gambling Act 2005 required all local authorities to publish a Statement of Principles each three year period. The Borough Council's current policy was approved by Full Council on 29th November 2012.

The report set out the organisations and individuals who had been consulted on the revised Statement of Principles and the Barrister explained that the draft Statement had been available on the website and comments had been invited.

The changes to the Policy were set out in the report and related to Local Area Profiling and Small Society Lotteries.

The Barrister explained that the consultation had ended on 9th October 2015 and no responses had been appended to the report.

The Chairman thanked the Barrister for her report and invited questions and comments from the Panels, as summarised below.

Councillor Smith referred to Local Area Profiling and asked if the Council carried out checks to ensure that they were mitigating risks. The Chairman explained that checks would be carried out.

RESOLVED: That the Regeneration and Development & Environment and Community Panel supported the recommendation to Cabinet as set out below:

That the Council be invited to adopt the Statement of Principles in accordance with the requirements of the Gambling Act 2005.

RD&EC78

CABINET REPORT - LICENSING ACT POLICIES

The Barrister presented the Cabinet report and explained that Section 5 of the Licensing Act 2003 required licensing authorities to prepare and publish a statement of licensing policy every five years. A review of the statement had been carried out, taking into account new revised guidance issued by the Secretary of State for the Department of Culture, Media and Sport and guidance issued by Local Government Regulation.

Proposed changes to the policy were set out in the report. The Panel was informed that before determining the policy the Act stated that the Council must consult with certain individuals and organisations. The details of the review were also published on the Borough Council's website.

The Chairman thanked the Barrister for her report and invited questions and comments from the Panels. There were no questions from the Panel.

RESOLVED: That the Regeneration and Development & Environment and Community Panel support the recommendations to Cabinet as set out below:

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

RD&EC79

RIVERFRONT DELIVERY PLAN

The Regeneration and Economic Development Manager presented the report which outlined the rationale and process for preparing a Delivery Plan for the regeneration of King's Lynn riverfront, its key components, expected outcomes and timetable.

Those present were provided with a map of the area that the Delivery Plan would cover, which had been broken down into three areas. The Regeneration and Economic Development Manager informed those present that most of the site was within the St Margaret's and St Nicholas Conservation Area. He explained that the report outlined the potential development issues and constraints such as flood risk and ground conditions.

The Regeneration and Economic Development Manager explained that the largest land owner within the study area was the Borough Council, however several sites were in third party ownership and the preparation of the Delivery Plan would engage with land owners to identify development opportunities.

The Regeneration and Economic Development Manager highlighted the recommendations as set out in the report and explained that the procurement of an architect-led professional team would help to deliver a comprehensive scheme for the long term economic sustainability of the town centre.

The Panel was referred to part two of the report which looked at the options which had been considered and the Regeneration and Economic Development Manager reminded those present that at this stage no solutions had been drawn up. The report was to engage with the organisations as appropriate to develop proposals and solutions to

achieve something transformational which would benefit the town centre.

The Panel's attention was drawn to part 4 of the report which set out the next steps and indicative timetable to complete the Delivery Plan. It was hoped that the Delivery Plan would be completed by September/October 2016.

The Chairman thanked the Regeneration and Economic Development Manager for his report and invited questions and comments from the Panels, as summarised below.

Councillor Tyler commented that he could not see any problems with the idea philosophy but the 'devil would be in the detail'. He referred to the members of the public who were present at the meeting and their concerns. He asked if the Regeneration and Economic Development Manager could provide information on what sort of projects would be included in the Delivery Plan. The Regeneration and Economic Development Manager explained that no projects had been agreed as yet; this would form part of the Delivery Plan. He acknowledged that there were several key stakeholders in the area and they would all be considered in the consultation process. The Panel was informed that a Project Board would be established to oversee the preparation of the Delivery Plan. It had also been proposed that a key stakeholder forum would also be considered to ensure that key stakeholders were kept informed of progress and had the opportunity to provide input into the process at key stages.

The Chairman reminded those present that they were considering the endorsement of developing a Delivery Plan and no plans or projects had been agreed as yet. Options would be considered during the creation of the Plan.

The Regeneration and Economic Development Manager explained that once a professional team had been appointed more detailed timescales could be prepared and all of the relevant stakeholders would be notified. He explained that the financing of any projects and proposals realised through the Delivery Plan would be subject to separate agreement. The scale of the project could not be quantified at this stage.

Councillor Kunes asked if consideration had been given to increasing the Delivery Plan area further north to incorporate Common Staithe Square and how this could be linked to the South Quay. The Regeneration and Economic Development Manager explained that options could be considered when preparing the Delivery Plan and noted Councillor Kunes comments.

Councillor Bubb referred to the mixed ownership of the site. The Regeneration and Economic Development Manager explained that

there were some areas where the ownership was currently unknown but detailed site investigations would be carried out.

The Vice Chairman stressed the importance on ensuring that key stakeholders were kept informed and consulted on proposals.

In response to a further question from the Vice Chairman, the Regeneration and Economic Development Manager explained that nothing had been pre-determined at the moment.

Councillor Mrs Mellish felt that it was important to keep up momentum and referred to car parking in the area. The Regeneration and Economic Development Manager clarified that all three areas would be included in the Delivery Plan.

Councillor Smith referred to part 3.5 and 3.6 of the report and commented that he hoped that the architect engaged would be sympathetic to the history and heritage of the town centre. The Regeneration and Economic Development Manager agreed that they would definitely need the right calibre of architect and tender criteria would be produced, each tender would be scored and weighed.

The Executive Director suggested that the Regeneration and Economic Development Manager come back to the Panel with an update once the architect had developed draft proposals.

Councillor Rochford asked for an update on the proposals for parking at the South Quay and the Executive Director agreed to provide him with details.

RESOLVED: 1. That the Panel:

- a. Endorses the preparation of a Regeneration Delivery Plan for King's Lynn Riverfront area.
- b. Endorses the procurement of an architect-led professional team to prepare the King's Lynn Riverfront Regeneration Delivery Plan.

2. That the Panel be kept updated on progress.

RD&EC80

EXCLUSION OF 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 paragraphs 1, 2 or 3 of Part 1 of Schedule 12A to the Act.

RD&EC81

EXEMPT - DERELICT LAND AND BUILDINGS GROUP AND TOWNSCAPE HERITAGE INITIATIVE UPDATE

The Regeneration and Economic Development Manager and the Regeneration Project Officer provided the Panel with an update on the work of the Derelict land and Buildings Group. The Terms of Reference of the Group was provided to the Panel. The purpose of the Group was to co-ordinate a corporate proactive approach to tackling borough-wide issues with regard to derelict land and buildings including bringing empty sites and buildings back into use and improving the overall appearance of properties, land and public areas in the borough. The Regeneration and Economic Development Manager clarified that the Group did not deal with empty homes unless they were derelict.

The Regeneration Project Officer provided detail on the current status of derelict land and buildings in the borough which had been included in the Groups Action Plan.

The Townscape Heritage Initiative Project Officer provided an update on the Townscape Heritage Initiative. He reminded those present that the project was funded by the Borough Council, Heritage Lottery Fund and private investment. Three critical, 20 priority and a further 68 reserve properties within the St Margarets and St Nicholas Conservation Area were included in the project. The Townscape Heritage Initiative also contributed towards the Saturday Market Place enhancements. As part of the project complementary activities were being carried out including training, education and events.

The Townscape Heritage Initiative Officer provided those present with details of the critical and priority projects.

The Chairman thanked the Regeneration and Economic Development Manager, the Regeneration Project Officer and the Townscape Heritage Initiative Project Officer for their presentation and invited questions and comments from the Panel.

In response to a question from Councillor Howland, it was confirmed that empty Listed Buildings were exempt from Council Tax and Business rates. Other empty properties, after a grace period, were subject to Council Tax and Business rates.

RESOLVED: The Panel noted the update.

RD&EC82

WORK PROGRAMME AND FORWARD DECISIONS LIST

The Chairman informed those present that if they had any suggestions for items to be added to the Work Programme they could email him or the Chairman of the Regeneration and Development Panel at any time.

RESOLVED: The work programme and forward decision list was noted.

RD&EC83

DATE OF THE NEXT MEETING

The next meeting of the Regeneration and Development & Environment and Community Panel was scheduled to take place on Wednesday 25 November 2015 at 4.00pm in the Wembley Room, Lynnsport.

The meeting closed at 8.47 pm