

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

**Minutes from the Meeting of the Cabinet held on  
Wednesday, 20th October, 2021 at 10.30 am in the Assembly Room, Town  
Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor S Dark (Chair)  
Councillors R Blunt, A Lawrence, B Long and G Middleton

Apologies for absence were received from Councillors A Dickinson, P Kunes and  
S Sandell

CAB52 **MINUTES SILENCE IN MEMORY OF SIR DAVID AMESS**

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Cabinet held a minutes silence in memory of Sir David Amess MP who was tragically murdered in his constituency the previous week.

CAB53 **DECLARATIONS OF INTEREST**

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Councillor Middleton informed members that he would not be voting on the King's Lynn BID item as he was on the Board as a Borough Council appointed representative.

Councillor Long informed members he was a Member of Alive West Norfolk who were also voting on the BID item.

Councillor Dark informed members that he would not lead on the urgent item relating to the appointment of the Deputy Returning Officer because of timings around complaints. He confirmed he would be participating in the vote.

CAB54 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillors A Kemp, T Parish and J Rust for all items.

CAB55 **URGENT BUSINESS - APPOINTMENT OF DEPUTY MONITORING OFFICER**

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Under Section 100(b)(4)(b) of the Local Government Act 1972 it was agreed to take the report on the appointment of Deputy Monitoring Officer as urgent business.

Councillor Middleton presented the report which advised members that a need has arisen to appoint a deputy Monitoring Officer from another local authority to carry out the functions of the Monitoring Officer where the Monitoring Officer and current deputy Monitoring Officer are conflicted to act. In addition to this, it was considered prudent to have in place an arrangement for the use of another authority's Monitoring Officer as the Borough Council's deputy in cases of absence or illness of the appointed Monitoring Officer and any other appointed deputy. The proposal would be reciprocal.

Under standing order 34 Councillor Parish asked if the Deputy Monitoring officer would be available to those members who considered the Monitoring officer had a conflict of interest. It was confirmed that it would be where the Monitoring Officer defined a conflict.

Cabinet considered that the proposal was a sensible approach.

**RESOLVED:** 1) That the Borough Council of King's Lynn and West Norfolk (Borough Council) enters a section 113 Local Government Act 1972 agreement with Norwich City Council so that it may utilise its appointed Monitoring Officer as the Borough Council's deputy Monitoring Officer where the Borough Council's appointed Monitoring Officer is unable to act owing to absence, illness or conflict of interest.

2) That authority is delegated to the Executive Director, D Gates, to authorise the final terms of the section 113 Agreement.

### **Reason for Decision**

To have resilience in the Monitoring Office provision and to ensure that the Monitoring Officer functions can still be performed where the appointed Monitoring Officer or deputy Monitoring Officer are unable to act.

## **CAB56 MATTERS REFERRED BY OTHER BODIES**

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The Joint Employee minutes of 12 October 2021 and staff pay claim had been referred to Cabinet to link with the Pay award item.

The Regeneration and Development recommendation on the King's Lynn BID item from its meeting on 19 October 20201.

Both items were taken into account when considering the items.

CAB57 **DISCOVER KING'S LYNN (KING'S LYNN BID LTD) RENEWAL PROPOSAL FOR A SECOND TERM 2022-2027**

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The Chief Executive presented a report which explained that in accordance with Schedule 1, Regulation 4 of the 2004 BID Regulations, the Chair of King's Lynn BID Ltd, on behalf of the Board of Directors, submitted their renewal proposal for a second term, and a request to the Local Authority to hold a ballot on 11 November 2021, to the Chief Executive on 21 September 2021

It was noted that the Council had an interest in the ballot in that there were 35 council owned premises within the defined area of the BID that were subject to the levy. The annual cost of the levy in 2021/2022 was £19,116.

The Council as an owner of premises in the BID area would be entitled to vote when the ballot for a second term was held on 11 November 2021.

It was noted that if the ballot for a second term was successful the BID levy was estimated to generate £223,500 of investment each year to support the town centre.

Under standing order 34, Councillor Kemp expressed support for the BID, and encouraged the revitalisation of the town market.

Under standing order 34, Councillor Rust asked for detail on the relationship between the BID and Town Board, urging more involvement for town based councillors in the Town Board. She asked what would happen if the BID did not achieve what its business case had set out. She also commented that pop up shops did not feature in the plans as clearly as she had hoped.

Under standing order 34. Councillor Parish endorsed the comments previously made. He drew attention to comments made at the Regeneration and Development Panel regarding the town centre and coach parking.

Councillor Middleton gave an overview of the membership of BID and the Council's relationship as a Business Rate payer. He considered that if businesses didn't feel that the business plan had been achieved they wouldn't vote for it in the future. He confirmed that he had raised the issue of pop up shops with the BID.

Councillor Long confirmed he had had positive feedback from businesses, and felt that if it was voted against, a number of things in the town centre would cease.

Councillor Blunt reminded members that the Regeneration and Development Panel could ask for an update on progress with the BID business plan.

Councillor Dark drew attention to the work carried out by the BID during Covid and the level of investment in the town the BID would bring.

Councillor Middleton did not vote on the recommendation.

**RESOLVED:** 1) That the Discover King's Lynn Business Plan 2022-2027 be endorsed.

2) That the Chief Executive be instructed to vote in favour of the BID on behalf of the Council.

**Reason for Decision**

To allow the Chief Executive to vote on behalf of the Council in the King's Lynn BID ballot on 11 November 2021.

CAB58 **STAFF PAY AWARD 2021/22**

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The Executive Director presented the report which reminded members that the Council's annual pay increase for all employees was locally determined, having regard to national pay and labour market information. This paper recommended the pay increase for 2021/22 and outlined the budget implications. Attention was drawn to the meeting of the Joint Employee Committee held on 12 October where the pay award was discussed.

Under standing order 34 Councillor Kemp expressed support for the pay award, and sought confirmation that the 0.25% was included within the 2.5%. This was confirmed.

Under standing order 34 Councillor Rust drew attention to the fact staff had worked particularly hard over the last year, and she felt the pay offer was insufficient to retain staff and attract new recruits. She questioned why Christmas Eve was only being offered for this year.

Under standing order 34 Councillor Parish considered that although staff may deserve more, the balance of budgets had to be considered as it had to be funded from the tax payer.

Cabinet discussed the proposal and Councillor Long acknowledged it was the best proposal with the constraints of the budget.

Councillor Middleton acknowledged how hard staff had worked which was appreciated, he drew attention to the fact it was being considered now in order to permit payment before Christmas, he also drew attention to the need to be prudent with finances.

Councillor Dark in commending the recommendations drew attention to the fact it was a better offer than was being made nationally. He was

keen for the payments to be made before Christmas. He commented that the offer of Christmas Eve closure had been well received by staff.

**RESOLVED:** 1) That an annual pay award of 2.5% be implemented with effect from 1<sup>st</sup> April 2021. This includes the 'catch up' percentage of 0.25% agreed following the outcome of the National Pay negotiations for 2020/21.

2) That the bottom of the PG scales be increased to £9.50 per hour wef 1.4.21, subject to '3' below

3) That the Authority continues its practice of matching the bottom point of PG Scales to the lowest point on the National pay scales if these exceed the Borough Council's lowest pay point when the National Pay Award is agreed.

4) That staff be granted an additional day of annual leave for 2021/22 (pro rata for Part Time employees) in recognition of the commitment and flexibility demonstrated by employees throughout the year in continuing to balance the additional demands of the pandemic with a return to delivery of the normal range of Council services. For staff who are scheduled to work on 24.12.21 the additional day should be taken then. For other staff an alternative day off will be agreed with Line Managers.

### **Reason for Decision**

To implement an annual pay increase for employees which reflects current labour market information and the increasing difficulty experienced in recruiting to a range of posts throughout the Authority. To reflect the approach taken by the National Employers in relation to increases in the minimum wage paid to employees. These recommendations are reflected in the Authority's Financial Plan.

**The meeting closed at 11.20 am**