

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



# **COUNCIL MEETING**

## ***Agenda***

Thursday, 13th October, 2022  
at 4.30 pm

In the Assembly Room  
Town Hall  
Saturday Market Place  
King's Lynn

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  
Fax: 01553 691663

Dear Councillor

You are hereby summoned to attend a meeting of the **Borough Council of King's Lynn and West Norfolk** which will commence at **4.30 pm** on **Thursday, 13th October, 2022** in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn to transact the business shown below.

Yours sincerely

Lorraine Gore  
Chief Executive

#### **BUSINESS TO BE TRANSACTED**

**1. APOLOGIES FOR ABSENCE**

**2. PRAYERS**

**3. MINUTES** (Pages 7 - 16)

To confirm as a correct record the Minutes of the Meeting of the Council held on 1 September 2022 (previously circulated).

**4. DECLARATION 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.

**5. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

To receive Mayor's communications and announcements.

**6. URGENT BUSINESS**

To receive any items of business which in the opinion of the Mayor are urgent.

**7. PROPORTIONALITY REVIEW (Pages 17 - 18)**

**8. MATTERS FROM THE PREVIOUS MEETING - COUNCIL LEADER REPORT (Pages 19 - 20)**

**9. PETITIONS AND PUBLIC QUESTIONS**

To receive petitions and public questions in accordance with Standing Order 9.

**10. RECOMMENDATIONS FROM COUNCIL BODIES**

**(Members are reminded this is a debate, not a question and answer session)**

To consider the following recommendations to Council:

**1) Cabinet: 26 September 2022 (Page 21)**

CAB69: Risk Management Policy

**11. NOTICES OF MOTION**

- 1) To consider the following Notice of Motion (12/22), submitted by Councillor C Morley:

"This Council recognises the support being given by the Government, to all householders, to help combat inflationary pressures and in particular, energy prices this winter.

However, and in accordance with its intention, as described in its Corporate Plan, to support the Health and Well-being of the people of West Norfolk, this Council intends to provide a Hardship Fund for householders in need over the next 2 years.

It will therefore withdraw £1m from its General Reserves for financial year 2023/4 to propagate the Fund and earmark £1m in its budget for 2024/5. The Fund will open on 1 April 2023 and close 31 March 2025.

It will be available to all households that meet a defined hardship criterion. This criterion will be formulated by an Informal Working Group and agreed by Council. It will be published in sufficient time for applications to commence and be vetted by the opening date."

- 2) To consider the following Notice of Motion (13/22) submitted by Councillor S Squire:

"In light of recent concerns over the Government's growth plans and the effect they may have on the environment, this council confirms its continued

commitment to the improvement, preservation and protection of the environment, habitat and biodiversity of West Norfolk.”

- 3) To consider the following Notice of Motion (14/22) submitted by Councillor T Parish:

This Council deplores recent announcements by Prime Minister Truss which, if carried through, will severely damage the environment and measures to protect and enhance bio diversity.

These include, diminishing Habitats Regulation rules; changes to current legislation protecting water quality; potentially scrapping the Environmental Land Management Proposals, and allowing fracking.

Given the abhorrence shown to the proposals by all notable environmental organisations, including the RSPB, which represent some millions of people including both residents of and visitors to West Norfolk, this Council will make its concerns known to the Prime Minister.

- 4) To consider the following Notice of Motion (15/22) submitted by Councillor C Morley:

"This Council resolves that, in view of its second failure to secure funds from the Heritage Lottery Fund for renovating the Guildhall complex and in recognition of paragraphs 3.26-3.28 of the Government's Town Fund Guidance Paper which confirm the objective of securing matching or contributory funds from business, to seek fiscal support from those companies which operate within the Town.

The extra revenues expected to be secured through this part of the Town Improvement Programme will bring opportunities for additional Town business and in particular to the retail sector"

## **12. CABINET MEMBERS REPORTS (Pages 22 - 46)**

In accordance with Standing Order 11, to receive reports from Cabinet Members moved en bloc, under Standing Order 11.2 Members of the Council may ask questions of Cabinet Members on their reports and Portfolio areas. The order of putting questions shall commence with a Member from the largest opposition group, proceeding in descending order to the smallest opposition group, followed by a non-aligned Member and finally a Member from the ruling group. This order shall repeat until the time for questions has elapsed or there are no more questions to be put.

The period of time for putting questions and receiving responses shall not exceed 50 minutes for all Cabinet Members, excluding the Leader

The period of time for putting questions and receiving responses to the Leader shall not exceed 15 minutes.

**(Councillors are reminded that this is a question and answer session not a debate.)**

**Corporate Services - Councillor B Long**

**Environment - Councillor P Kunes**

**Development - Councillor R Blunt**

**Finance – Councillor A Dickinson**

**Property – Councillor A Lawrence**

**People and Communities – Councillor Sam Sandell**

**Deputy Leader and Business, Culture & Heritage – Councillor G Middleton**

**Leader - Councillor Stuart Dark - To follow**

### **13. MEMBERS QUESTION TIME**

In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chair of any Council Body (except the Cabinet).

Lorraine Gore  
Chief Executive

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

**Minutes from the Meeting of the Council held on  
Thursday, 1st September, 2022 at 4.30 pm in the Assembly Room,  
Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor L Bambridge (Mayor)  
Councillors B Ayres, J Bhondi, R Blunt, F Bone, C Bower, A Bubb, A Bullen,  
J Collingham, S Collop, C J Crofts, S Dark, M de Whalley, I Devereux,  
A Dickinson, P Gidney, G Hipperson, A Holmes, M Howland, G Howman,  
C Hudson, H Humphrey, B Jones, C Joyce, A Kemp, P Kunes, A Lawrence,  
B Lawton, B Long, C Manning, G Middleton, C Morley, S Nash, E Nockolds,  
T Parish, J Ratcliffe, C Rose, J Rust, A Ryves, C Sampson, S Sandell, A Tyler,  
D Tyler, D Whitby and M Wilkinson

Apologies for absence were received from Councillors P Beal, Lord Howard,  
J Kirk, J Lowe, J Moriarty, S Patel, V Spikings and S Squire

**C:27 THE LATE COUNCILLOR JOHN COLLOP**

Council held a minutes silence in memory of the Late Councillor John Collop who had sadly passed away.

**C:28 PRAYERS**

Prayers were led by Rev Canon Ling

**C:29 MINUTES**

**RESOLVED:** The Minutes of the Meeting of the Council held on 14 July 2022 were approved as a correct record and signed by the Mayor.

**C:30 DECLARATION OF INTEREST**

None

**C:31 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

None

**C:32 URGENT BUSINESS**

None

C:33 **PROPORTIONALITY CHANGES**

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**RESOLVED:** That proportionality be amended by the change of seats as follows:

That Independent lose 1 seat from the Licensing Committee and 1 seat from Corporate Performance Panel.

That those 2 seats go to the Conservative Group

C:34 **PETITIONS AND PUBLIC QUESTIONS**

None

C:35 **RECOMMENDATIONS FROM COUNCIL BODIES**

i **Cabinet: 2 August 2022**

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Councillor Dark proposed and Councillor Kunes seconded the recommendation from the Cabinet meeting on 2 August 2022: CAB47 Contaminated Land Strategy.

**RESOLVED:** That the recommendation be approved.

C:36 **NOTICES OF MOTION**

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Council agreed to take Notice of Motion 9/22 first.

1) **Councillor A Tyler proposed the following Notice of Motion (9/22), seconded by Councillor Dark:**

“This Council is very saddened by the recent loss of John Collop, an effective, principled and long-standing councillor and friend to many here.

Therefore, at the first formal Council meeting since his untimely passing this Council initiates a lasting and befitting tribute to pay our



respects to him and his family and give thanks for his years of service to the people of West Norfolk.

This Council therefore agrees steps will be put in place to ensure that one of the roads, community recreation or green spaces on a new Council related development in or near the ward he served so well coming forward will be named in his honour as a lasting tribute and reminder for all.”

Councillor Tyler spoke in support of the Motion and fondly about the late Councillor John Collop and his roles and life which Councillor Tyler had been closely associated with.

Councillor Dark also spoke in support of the motion and drew attention to the fact that the Council buildings had been lit in red and the flags lowered as a mark of respect for John. He also informed Council that as a mark of respect to John Collop the Conservative Group would not be calling for a by election to fill his vacancy or if one was called would not be putting a candidate forward at this stage.

Councillor Joyce, as a long standing friend and colleague also paid tribute to Councillor Collop. A number of other Councillors including the Mayor and Deputy also paid tribute to him, and confirmed that his funeral had been touching and meaningful. A vote was taken on the Motion which was agreed unanimously.

**RESOLVED:** That the Motion be approved.

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**2) Councillor A Kemp proposed the following Notice of Motion (8/22), seconded by Councillor de Whalley:**

**“Tourism and Heritage Assets**

This Council supports King's Lynn's heritage that defines Lynn as an international tourist destination. The Carnegie Library is one of Lynn's most prominent heritage assets that was built by the Council, on land belonging to the Council, on Tower Field near the Greyfriars Tower, in 1904 in Tudor Gothic architecture, with a turret that was used as an observation tower in the First World War and which houses the town's two book collections dating from Medieval Times.

Head Librarian Ray Wilson's book, History of Lynn Library, says: The site was excellent for library purposes, being situated centrally in the town, amongst Medieval surroundings, with ease of access from all parts of the town and the outlying Districts.

The previous Administration formed a plan to move the library to the old Argos shop.

The Library was acquired by statute by Norfolk County Council under local government reorganisation in 1974.

The County Council intends to consult the community for a community function for the building.

However, if community groups do not come forward that can afford to buy the Carnegie, or take on a full repairing lease, NCC says it would reassess the situation. This would put the future of the Carnegie at risk as a public building open to all.

If the library moves out of the Carnegie, Norfolk County Council will cease to fund its upkeep and repair.

If NCC declare the building is surplus to service requirements, the Council policy is disposal.

The law says disposals of local government property should be at market value, and leases are at full market rent.

NCC recently expressed the intention to save Holt Hall Education Centre for a community use, but then sold it off to the highest bidder for private use.

This Council does not want to Lynn to lose a key heritage asset open to the public, residents and tourists and asks the Cabinet to make a formal agreement with Norfolk County Council to safeguard its future as a heritage asset.”

Councillor Kemp spoke in support of the Motion. Councillor Middleton drew attention to the previous debates on the issue where this Council and Norfolk County Council’s support of the old library was well documented.

Councillor Parish urged support for the motion so that it would be actioned in the event circumstances were to change. Councillors Joyce and Rust spoke in support of the motion.

Councillors Long and Dark spoke against the motion reminding members of the County Council ownership, and of the often documented comments made.

Councillor Ratcliff stated support for the motion, and also for the proposed MUCH project.

Councillor Morley supported the motion. Councillor Hudson expressed the hope that the reassurances given would be acted upon. Councillor de Whalley made reference to the cost of the MUCH, the lack of maintenance to the existing library which he considered should be a community asset.

Councillor Kemp summed up. With the required number of supporters a recorded vote was taken on the motion.

<b>For</b>	<b>Against</b>	<b>Abstain</b>
Bhondi	Ayres	Howland
Bone	Bambridge	Hudson

Bullen	Blunt	
Collop	Bower	
Holmes	Bubb	
Howman	Collingham	
Jones	Dark	
Joyce	Devereux	
Kemp	Dickinson	
Lawton	Gidney	
Morley	Hipperson	
Nash	Humphrey	
Parish	Kunes	
Ratcliff	Lawrence	
Rust	Long	
Ryves	Manning	
A Tyler	Middleton	
De Whalley	Nockolds	
Wilkinson	Rose	
	Sampson	
	Sandell	
	D Tyler	
	Whitby	
19	23	2

**RESOLVED:** The Motion was lost.

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**3) Councillor Sandell proposed the following Notice of Motion (10/22), seconded by Councillor Dark :**

‘Like many other organisations, this Council recognises diversity training, like other training, is vitally important. It helps us understand the many varied communities, businesses and visitors we serve better, it inputs relevant legislation and evolving best practice and reassures people looking in that we as their Councillors are open to such important personal development.

We instruct officers to bring forward developmental diversity training at the earliest opportunity and agree to attend. This is not for some ethereal purpose, but to have real world benefit, helping us as a council make better strategies, policies and decisions for all.’

An amendment was proposed by Councillor Morley to include Council in its entirety in the training. The amendment was seconded by Councillor Bone which was accepted by Councillor Sandell and became part of the substantive motion.

Council debated the new substantive motion.

Councillor Nash proposed a further amendment that the Motion be amended to include “contractors of the Council”. Councillor Ryves seconded the amendment and further suggested that “employees of the Council’s wholly owned subsidiaries” also be included in the amendment. Councillor Nash accepted the addition to his amendment. The amendment was not accepted by Councillor Sandell.

The amendment was debated, with points raised by Councillor Long that there were potentially considerable financial implications in the amendment which had not been accounted for, and Councillor Dark that to point to the Motion that the Councillors were being held to account was being lost with the amendments being proposed.

Councillors Hudson, Humphrey, Joyce and Kunes commented that it was not the council’s responsibility to train its contractors, that fell to their employers. Councillor Rust suggested including as many employees as possible. Councillor Nash summed up the amendment.

With the required number of supporters a recorded vote was taken on the amendment:

<b>For</b>	<b>Against</b>	<b>Abstain</b>
Bhondi	Ayres	Hudson
Bone	Bambridge	Jones
Bullen	Blunt	Lawton
Collop	Bower	Long
Holmes	Bubb	Middleton
Howland	Collingham	
Howman	Crofts	
Kemp	Dark	
Nash	Devereux	
Ratcliff	Dickinson	
Rust	Gidney	
Ryves	Hipperson	
A Tyler	Humphrey	
De Whalley	Joyce	
M Wilkinson	Kunes	
	Lawrence	
	Manning	
	Morley	
	Nockolds	
	Parish	
	Rose	
	Sampson	
	Sandell	
	D Tyler	
	D Whitby	
15	25	5

The amendment to the motion was lost.

The debate then ensued around the substantive motion.

Councillor Dark spoke in favour of the substantive which showed that the Council as elected councillors were open to development and learning in order to make the best decisions and policies as possible. Councillor Sandell briefly summed up.

With the required number of supporters a recorded vote was taken on the substantive motion which included the Council's officers and employees of the Council.

<b>For</b>	<b>Against</b>	<b>Abstain</b>
Ayres		R Lawton
Bambridge		
Bhondi		
Blunt		
Bone		
Bower		
Bone		
Bubb		
Bullen		
Collingham		
Collop		
Crofts		
Dark		
Devereux		
Dickinson		
Gidney		
Hipperson		
Holmes		
Howland		
Howman		
Hudson		
Humphrey		
Jones		
Joyce		
Kemp		
Kunes		
Lawrence		
Long		
Manning		
Middleton		
Morley		
Nash		
Nockolds		
Parish		
Ratcliff		

Rose		
Rust		
Ryves		
Sampson		
Sandell		
A Tyler		
D Tyler		
De Whalley		
Whitby		
Wilkinson		
44	0	1

The substantive motion was carried.

**RESOLVED:** That the following motion be adopted:

'Like many other organisations, this Council recognises diversity training, like other training, is vitally important. It helps us understand the many varied communities, businesses and visitors we serve better, it inputs relevant legislation and evolving best practice and reassures people looking in that we as their Councillors are open to such important personal development.

We instruct officers to bring forward developmental diversity training at the earliest opportunity for the Council in its entirety, and agree to attend. This is not for some ethereal purpose, but to have real world benefit, helping us as a council make better strategies, policies and decisions for all.'

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

**4) Councillor Jones proposed the following Notice of Motion (11/22) and spoke in support of it, seconded by Councillor Ryves**

"This Council recognises that the cost-of-living crisis is adversely affecting many local people, especially people on very low incomes.

This Council additionally notes that it has a very high General Reserve Fund of over £8 million above the recommended level.

This Council further notes to increase the Council Tax Support Scheme to 100% to every eligible Council Taxpayer based on last year's figures will run to less than £30,000 to this Council.

Therefore, this Council approves increasing its Council Tax Support Scheme to 100% to every eligible Council Taxpayer."

Under standing order 14.6, Councillor Dark proposed the motion be referred to Cabinet, via the relevant Panel for consideration of the full

and informed facts of the motion. Councillor Middleton seconded the proposal. This was accepted by Councillor Jones.

Council then debated the item being referred to the Panel and Cabinet, the proposal was put to the vote.

**RESOLVED:** That the motion be referred to the relevant Panel then to Cabinet for consideration.

## C:37 **CABINET MEMBERS REPORTS**

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Councillor Dark moved all the Cabinet reports en bloc.

Councillor Long responded to a question from Councillor Morley on governance review of the Council's companies in that he was not driving the review but delivering homes through the company.

Councillor Kunes responded to Councillor Kemp explaining that a scheme was being endorsed to register interest in solar panels which would go to auction and customers could choose whether to go ahead.

Councillor Long gave an update for Councillor D Tyler on the progress with the Howdale play area which had recently been installed with the last piece being received imminently. Councillor Long also acknowledged Councillor Bullen's role in the renewals.

Councillor Blunt responded to a question from Councillor Parish and confirmed that the number of houses built had slowed for a number of reasons.

Councillor Sandell responded to Councillor Kemp's question of how the Borough Council could assist Freebridge housing with their renovations. She acknowledged that Freebridge were under a lot of pressure and asked Councillor Kemp to provide the detail of the property she was referring to.

In response to a question from Councillor Bower, Councillor Blunt confirmed he had asked officers to identify the issues with the Hunstanton Bus station development, along with solutions and ways forward.

Councillor Dickinson gave Councillor Ryves an update on the General Fund balance policy which was to keep them at a minimum of 5%, and she explained that due to the inflationary pressure over the coming years it was likely there would be nothing to draw on in 2025/26, with no indication from government that they would meet the additional requirements of councils.

Councillor Sandell gave Councillor Bower an update regarding the Hospital to Home project working with the hospital to assist with getting patients home. She confirmed that its restart after covid was imminent with training being provided in the required processes for hospital staff.

Councillor Kunes confirmed to Councillor Rust that of the trees planted at Lynnsport around 50% were still alive, he acknowledged they had suffered in the drought and heatwave, but they would be re-planted in the spring.

Councillor Sandell confirmed to Councillor Howman that Freebridge properties were being renovated in order to release more properties for those needing them.

Councillor Whitby thanked Councillor Kunes for the work carried out to close down the illegal tipping sites in Clenchwarton, He also asked about the work being done to provide solar panels.

Councillor Kunes acknowledged also Councillor Kemp for her tireless campaigning at the county council on the sites. With regard to the solar panels he further referred to the Solar Together scheme which should held provide some discounts to homeowners through bulk buying.

Following a question from Councillor de Whalley on the release of sewage into water courses, Councillor Long gave an explanation on how the land flooding and coastal flooding bodies were working together to tackle the issue.

Councillor Nockolds asked Councillor Middleton if a meeting of the Guildhall Task Group was likely to be held to consider the terms of reference of the CIO for the Guildhall. He confirmed that he would shortly be looking to call a meeting.

As the 3 hour timeframe for the meeting was imminent the Mayor asked if there were any proposals to continue to meet. Councillor Kemp proposed to continue to meet for 15 minutes. On being put to the vote this was lost and the meeting closed.

**The meeting closed at 7.30 pm**



**REPORT TO COUNCIL**

<b>Open</b>				
Lead Officer: Sam Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial: 01553 616327			Other Officers consulted: Chief Executive, Monitoring Officer	
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications YES	Equality Impact Assessment req'd NO	Risk Management Implications NO

Date of Meeting : 13 October 2022

**REVIEW OF PROPORTIONALITY**

It is the duty of the Council to review annually the entitlement of political groups to seats on committees in line with the proportionality rules set out in the Local Government and Housing Act 1989. The rules allow adjustments to be made to make whole numbers of seats and, once the Council has determined how adjustments should be made, appointments are made to committees on that basis.

As there has been a change in Group membership from the Conservative Group to the Labour Group by Councillor Josh Lowe, it is being presented for review. There is also Cllr John Collop's vacancy which will be dealt with in due course.

**RECOMMENDED: That proportionality be amended by the change of seats as follows:**

**That Conservatives lose 1 seat from the Licensing Committee and that seat goes to the Group of Independents**

**1 Background**

The rules around proportionality are as set out below:

- (1) No political group can have all the places on a committee (the exception is the Cabinet).
- (2) A group having an overall majority on the Council is entitled to a majority of seats on each committee.
- (3) The aggregate number of seats across all committees is allocated in accordance with each group's entitlement.
- (4) The number of seats on each committee is allocated in accordance with each group's entitlement.

## **2 Proportionality Change**

Following a change in Group membership across the Council it has required the proportionality to be reviewed.

The change is that following the move from the Conservative Group to the Labour Group by Councillor Josh Lowe. This means that the group numbers are currently 29 Conservative, 14 Independent, 8 Labour. The 3 Independent Members are not in a group and are not taken into account in the proportionality calculations, but any Group may offer seat/s to those independents should they wish. There is also still Cllr John Collop's vacancy.

## **3 Amended level of Seats Allocated**

To take into account the amended proportionality, Council is invited to approve the change.

**CABINET MEMBERS REPORT TO COUNCIL**

**1 September 2022**

**COUNCILLOR STUART DARK MBE, CHAIR OF CABINET AND LEADER OF COUNCIL**

For the period 15th July to September 2022

**1 Progress on Portfolio Matters.**

***Councillor John Collop*** - I believe it appropriate to commence this, my first Council Leader's report to Full Council since the sad passing of sitting Councillor John Collop, with a few brief words in tribute for the public record in years to come. John was a long-serving, effective representative for his community and was respected by Councillors of all parties and Officers alike here. He was also a principled, friendly and gentle man to us all. He will be sorely missed and my thoughts are with Sandra, his family and his many friends at this awful time.

***QEH visit*** – In July I met Stephen Barclay MP The Secretary of State for Health and Social Care, when he visited the QEH. Here, with the QEH's Senior Leadership Team and MP I jointly lobbied him for both acceptance of their bid for a much-needed new hospital and as early a decision as possible. This action followed my previous meetings over the last few months with other Ministers who have visited the site and formal letters sent to others. We as a council continue to work alongside the QEH SLT to magnify and support their bid and I am pleased their preferred building plan if the funding is forthcoming is now being shared widely with the public. I'd like to say a 'thank you' here to Councillors from across this chamber and residents who have signed petitions, written letters etc to keep this matter, important to all of us, in the public eye whilst such lobbying also takes place.

***'Levelling Up Fund' submission*** – I am pleased to report the Borough's submission for £20M of HMG government funding to help enable plans to build a new leisure centre for Hunstanton off the back of widespread community support went in prior to August's deadline for receipt as did the County Council's submission for c.£40m to support highways infrastructure in West Norfolk.

***'Shared Prosperity Fund'*** – I am pleased to report that I chaired a 'Special Cabinet' meeting to enable our submission for £1.8M of HMG funding over the next 3 years, starting this one, to go ahead. In headline terms this focusses on 4 areas; Leading as a centre of excellence for the visitor economy, embedding approaches that are Active, Clean and Green, strengthening local

enterprise and innovation systems and supporting people to access opportunities.

**Help for Brancaster and other areas affected by 'wild fires'** – I like many others was saddened to see the destruction caused by the recent 'wild fires' in Brancaster, Heacham and elsewhere and repeat my thanks to our blue light services and members of the public from at the time who came forward to mitigate the extent of the damage caused and threats to life. I believe we as a council can be proud of how officers went out to support people evacuated from their homes at the time and how we have engaged Brancaster Parish Council re the clean up and recovery afterwards.

**Cabinet re MRF waste disposal contract** – During this period I chaired Cabinet, when it decided to extend the MRF waste disposal contract for 3 years, giving stability to this essential service for our residents.

**Downham Market** – I was very pleased that this month saw the official opening of the popular **Howdale play area redevelopment**. This work a collaboration between a local residents group and the Council saw c£100k of much needed improvements introduced within a year from initial contact, via £50K from this council's funds and £50K of CIL funding. CIL funding for community projects such as this is one of the many benefits of the Borough achieving its housing delivery targets (set by central government) and I believe Councillor Blunt will be updating on the latest round of grants awarded to many other schemes in his report to council. This month I was also very pleased to see that the council had been able to grant £15K to the **Swan Youth Project** to help the great work they are doing with young people.

## 2 Forthcoming Activities and Developments.

**Marking Ukrainian Day of Independence** - The 24<sup>th</sup> August is the Ukrainian Independence Day. Currently the refugee support service established and funded by the Borough Council, charities; the Hanseatic Union and Access and partner agencies is supporting c. 150 refugees in West Norfolk. We will be hosting a screening of two summer blockbuster movies dubbed into Ukrainian in the Corn Exchange on this day followed by a community vigil for peace in the evening outside of the Custom House – all councillors are welcome to attend.

## 3 Meetings Attended and Meetings Scheduled

In addition to my usual meetings with officers, cabinet colleagues, leaders of opposition groups, monitoring officer etc and those detailed above I have;

Chaired Members Major Projects Board

**Recommendation from Cabinet on 26 September 2022  
to Council on 13 October 2022**

**CAB69 RISK MANAGEMENT POLICY & STRATEGY**

Cabinet received a report which explained that the council's Risk Management Policy and Strategy were last reviewed and approved by Cabinet on 26 March 2019.

The risk appetite was formally recognised within the policy, and the strategy provided a means of escalating risks from service and project level to the corporate risk register where necessary.

The policy had reached its scheduled review point and a refreshed version had been considered by Audit Committee on 28 February and 11 April 2022.

Under standing order 34 Councillor Morley asked that Cabinet add in their recommendations that training be provided for members and officers. Cabinet agreed to this point which was included within the report.

**RECOMMENDED:** 1) That Council approve the Risk Management Policy and Strategy.

2) That officers work with the Chair of Audit to identify and deliver appropriate Risk Management Training for officers and members.

**Reason for Decision**

To ensure there is a comprehensive and up to date framework for the Council's management of risk.

**CABINET MEMBERS REPORT TO COUNCIL**

**13 OCTOBER 2022**

**COUNCILLOR BRIAN LONG - CABINET MEMBER FOR CORPORATE SERVICES**

For the period September to 3<sup>rd</sup> October 2022

**1 Progress on Portfolio Matters.**

**Walks Crazy Golf.**

As mentioned in my last report the Crazy golf in the Walks has been very well received. Latest figures showed 3077 people had participated during the summer (to the end of September). This low cost initiative has been well received with plenty of positive feed back.

**Anglia In Bloom.**

Once again West Norfolk has done extremely well in the Anglia In Bloom awards. This year the awards included Gold for Hunstanton and Category win for Coastal Town, Gold for King's Lynn and category win for Best Small City. Mintlyn Crematorium won Gold in its category. Other awards included Best Sustainable planting for Hunstanton Redgate Roundabout, Best Public Open Space for Hunstanton Esplanade Gardens.

Also I was very pleased that Cllr Nockolds received a nomination in the award for the person who has best promoted the aims and ambitions of "In Bloom". Thoroughly well deserved to all involved this year a superb effort by all involved.

**Flooding to King's Court, Lynnsport & Town Hall.**

Following a deluge of rain at the end of August (and missing the cut off for my last report) A number of our premises have had internal flooding.

The issue at King's Court has seen ground floor staff from the DWP have to re-locate temporarily to their premises in the Vancouver Quarter, however works and drying out are making good progress.

I have asked management of Alive to look into some property level protection for Lynnsport as some entrances sit low and are a likely cause for repeat flooding. Flood boards or similar are quick to apply given a similar scenario.

**2 Forthcoming Activities and Developments.**

Nothing New To Report this month.

<b>3 Meetings Attended and Meetings Scheduled</b>
In addition to my usual round of Portfolio and Cabinet Meetings I have also attended the following:  Alive West Norfolk Board and AGM West Norfolk Property Ltd. Board West Norfolk Housing Board Norfolk Parking Partnership Joint Committee Water Management Alliance meetings ICT Development Group Norfolk Strategic Flooding Alliance

## CABINET MEMBERS REPORT TO COUNCIL

13<sup>th</sup> October 2022

**COUNCILLOR PAUL KUNES - CABINET MEMBER FOR THE ENVIRONMENT**

For the period 1<sup>st</sup> September 2022 to 13<sup>th</sup> October 2022

### **1 Progress on Portfolio Matters.**

#### **Repairs to the Hunstanton Sea Defence:**

These have been programmed for next week.

Contractors will be on site re-pointing the section of blockwork sea wall (in front of Oasis and Blackbeard's Golf) and some other minor works. This will take place from Monday to Friday.

We also have a separate contractor booked in on the 17<sup>th</sup> October to carry out inspection and preventive maintenance to all the metal flood gates.

#### **Re:fit WORK**

Work on the re-fit program continues. Commercial solar power options are being considered and will be presented along with the Refit HLA work.

Further meetings have taken place with the Energy Saving Trust, who are conducting a review of the Council Vehicle fleet, with a view to moving over to Electrically powered vehicles where possible. This will take place over several years as older vehicles become due for renewal.

#### **EV CHARGING**

-Work is continuing on the BP Pulse installing the 26 Fast EV charging points.

-Contracts are being agreed with BP Pulse to replace the 4 Rapid EV charging points at Hunstanton and King's Lynn.

#### **SOLAR TOGETHER**

In terms of next steps, we will shortly be entering the acceptance phase. All registrants will be sent their personal recommendation on the 17th October and they will have until 25th November to decide if they wish to accept their



offer.

I am delighted to say that across the county, King's Lynn & West Norfolk recorded by far the largest number of registrations for the scheme.

#### **ADDITIONAL**

-Work has started on drawing together the data for the next BCKLWN Carbon Audit. This will be completed by early Autumn.

-BEIS have released the 2020 district CO2 emission data. An update report will be completed by early Autumn.

## **2 Community Safety & Neighbourhood Nuisance Team**

As I reported last Month a major illegal tipping and burning operation has at last been closed down. EA Officers are continuing to monitor and investigate these sites.

Here are just a couple of examples of Fixed penalty notices issued for illegal Fly tipping:

Hextable Road, Kings Lynn on or about 13<sup>th</sup> December 2021. FPN is £300 reduced to £200 if paid within 14 days. Domestic waste relating to a house move.

Lay-by at A47, Tilney All Saints on or about 23<sup>rd</sup> March 2022. FPN is £300 reduced to £200 if paid within 14 days. Mixed waste from user of the layby on A47.

## **3 Refuse**

I am VERY disappointed to report that negotiations are STILL continuing between the 3 districts and Serco re the additional services to be provided under the contract.

## **4 Meetings Attended and Meetings Scheduled**

Cabinet

Portfolio briefing: -Climate Change, Recycling and Refuse collection and Licensing.

Flood and Coastal erosion matters.

Cabinet Briefings

Budget briefings

CPP

E&C

LGA Coastal Special Interest Group (SIG)

Friends of the Earth, Klimate Concern

QEH Board of Governors

Kings Lynn Conservancy Board.

**Most of the above meetings held on line, although there is a gradual return to face to face meetings were it is felt necessary.**

## CABINET MEMBERS REPORT TO COUNCIL

13<sup>th</sup> October 2022

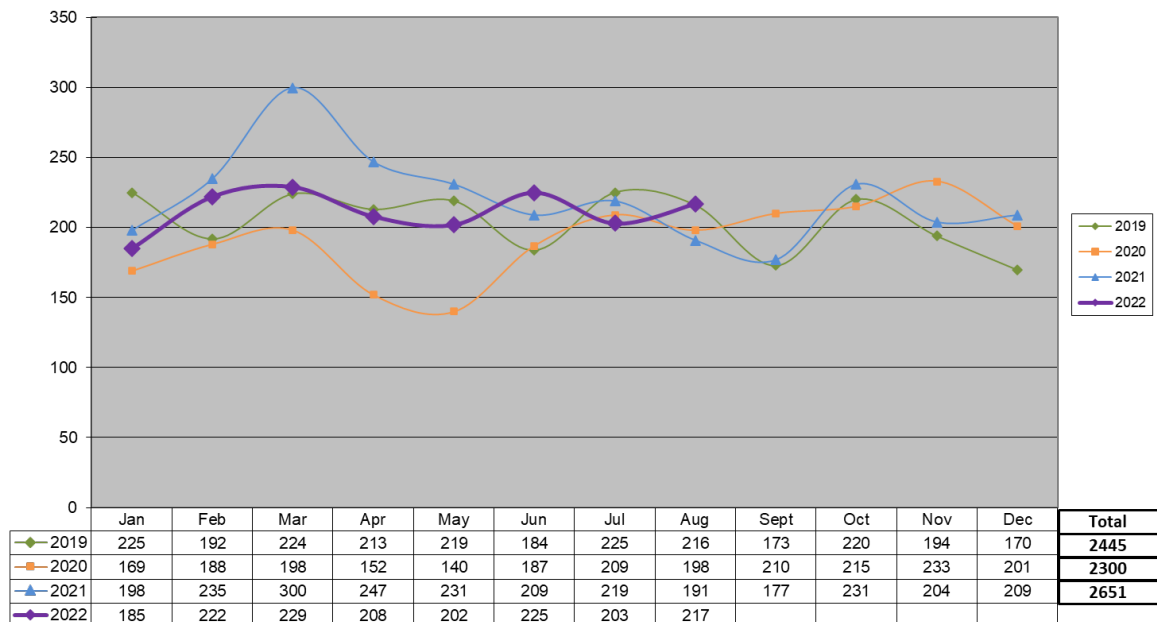
### COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT & REGENERATION

For the period from 16<sup>th</sup> August 2022 – 1<sup>st</sup> October 2022

#### 1 Progress on Portfolio Matters.

##### Planning and Discharge of Conditions applications received

Planning and discharge of condition applications received



Applications received for each month of this year have been relatively consistent, although slightly lower than last year for the same period. Despite this, officers are still dealing with high caseloads, with a large number of applications still in the system awaiting determination.

##### Progress with recruitment

We have appointed two new members of staff to the planning technical support team, and they are currently being trained on how to validate planning applications so the backlog can be reduced. Unfortunately, we did not receive any applications for the Technical Support Team Leader post. This post is now back out to advert.

Unfortunately, we have been unsuccessful in attracting candidates for the various planning officer positions. We are reviewing the position and recruitment strategy before going out to

re-advert.

We have recruited to the new Enforcement Officer post and a job offer has been issued. The Enforcement Support Officer post will be out to advert by the time you read this report.

Job descriptions have been prepared for the Ecologist and Assistant Arboricultural Officer and will go through the job evaluation process and then to advert.

Unfortunately, our Conservation Officer, Steven King is leaving, and steps are being taken to recruit to this important role.

### Major and Minor dwelling applications received comparison

Major, Minor and Householder applications all dropped compared to the same period last year. However, householder applications are still higher than the same period in 2019/20.

	1/9/19 – 31/8/20	1/9/20 – 31/8/21	1/9/21 – 31/8/22
No. of Major dwelling applications rec'd	21	28	19
No. of Minor dwelling applications rec'd	343	342	309
No. of Householder applications rec'd	662	903	804

\*Minor dwelling applications = up to 10 units

Major dwelling applications = over 10 units

### 2021/22 performance for determining planning applications 1/9/21 – 31/8/22

	National target	Performance
<b>Major</b>	60%	92.7%
<b>Non – Major</b>	70%	88.7%

### Appeal Performance – decisions made by The Planning Inspectorate 1/9/21 – 31/8/22

	Dismissed	Allowed
Planning appeals	22	8
	73%	27%
Enforcement appeals	3	1
	75%	25%

The higher the number of appeals allowed, the more The Planning Inspectorate (PINS) is going against the council's decisions, so a low figure of appeals allowed (upheld) is clearly preferable. For context the national average for planning appeals allowed annually has historically been around 34% post NPPF.

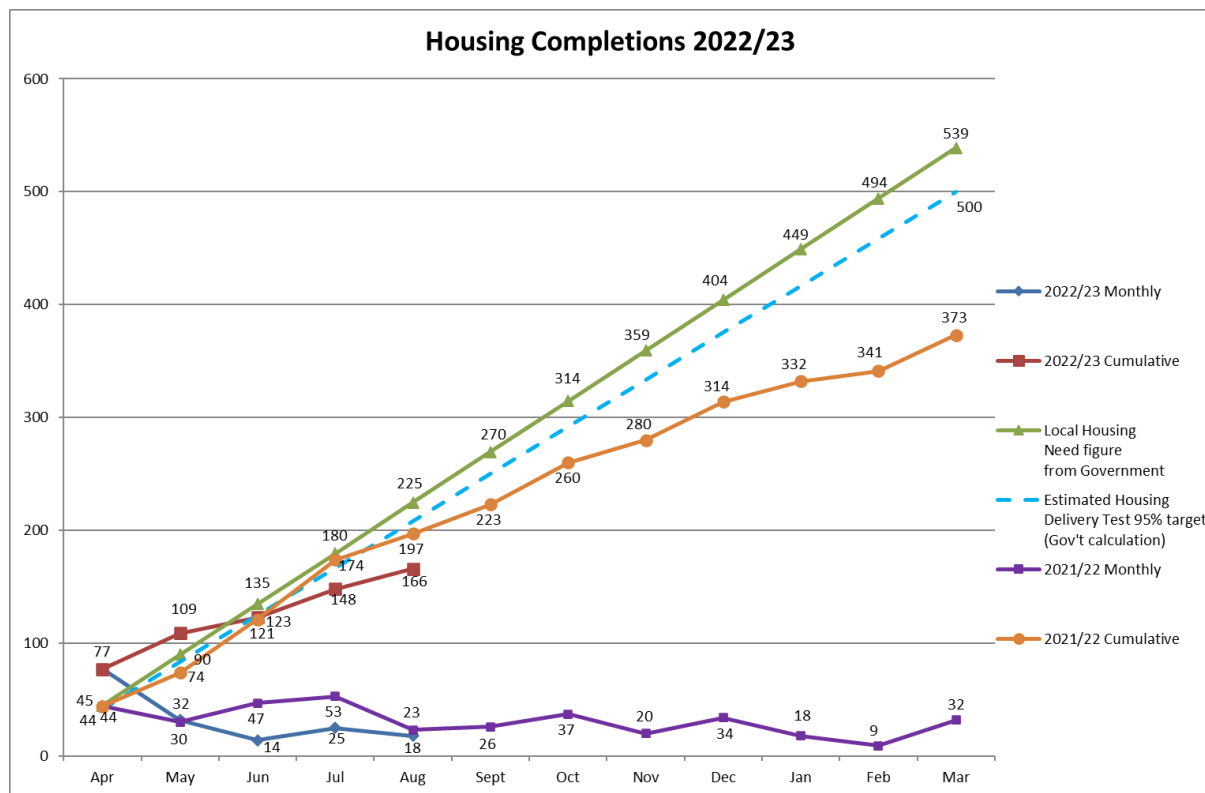
## Revenue income 2021/22

Income continues to exceed projected for the financial year 2022/23.

Projected	Actual	Variance with projected
April 22 – Aug 22	April 22 – Aug 22	
£487,500	£914,847	<b>+£427,347</b>

## Housing Completions

Housing completions are lower than the previous year and below projected, 18 completions in Aug 2022.



## Mayor's Design Awards 2022

After a four year gap due to the Covid pandemic I was delighted to attend the Mayor's Design Awards ceremony at King's Lynn Town Hall on the evening of 20<sup>th</sup> October. The ceremony was attended by just over 100 people, including building owners, architects and builders. It was pleasing to see so many interesting and varied schemes from all parts of the borough, all designed and completed to an extremely high standard. The judging panel would I'm sure have had a very difficult task selecting the various winners. There is clearly a lot of hard work put in by the judging panel and officers to make this award ceremony such a success.

## Community Infrastructure Levy (CIL)

The CIL Spending Panel had a meeting on 29 September, to review the CIL Infrastructure Projects, allocated funding to date.

### CIL Funding Allocated and Total Spent to date:

#### CIL Funding Allocated and Total Spent to date:

	CIL Fund Allocated	Overall CIL Paid to date £
FY21	£802,824.57	£282,431.76
FY22_1	£584,426.40	£106,078.71
FY22_2	£783,134.25	£0.00
<b>Totals</b>	<b>£2,170,385.22</b>	<b>£388,510.47</b>
	Allocated Projects =	125

The Annual Statutory Report – Infrastructure Funding Statement, which contains details of all CIL & S106 Income, Allocations & Expenditure for FY21/22, has been prepared and will be sent to Central Government in December 2022.

The CIL Officer will be giving a member briefing in November, date to be confirmed. This briefing will include a summary of the CIL Infrastructure funding applications to date, Parish CIL Payments and also the CIL & S106 income and expenditure which forms part of the IFS.

The next round of CIL funding applications will open on 01 January 2023. Emails sent to Parish Clerks and Elected Members on Monday 03 October. Adverts will be placed in local newspapers and on our webpages.

### South East King's Lynn Growth Area Framework Masterplan consultation

The Masterplan consultation period was undertaken between Friday 5 August and 27 September 2022 (taking into account the national period of mourning). Two public consultation events were held at the William Burt Centre, West Winch on the 10 August 2022 and 5 September 2022 which were well attended by residents. Following this consultation, all representations from statutory consultees, residents, businesses and community groups will be considered and final amendments made before the document is completed, considered by Members and adopted by the Council.

### Medworth

On 29 September 2022, MVV Medworth officially notified the Council, as one of the four Host Authorities for the above Development Consent Order (DCO), of acceptance of the application by the Planning Inspectorate (PINS) for Examination.

The official notice of acceptance (S56 notification) confirms that the Relevant

Representations period for the DCO will run from 4 October 2022 until 15 November 2022.

The Borough Council will register as an Interested Party for the DCO and will be drafting a Relevant Representation to submit to PINS by the 15 November deadline.

Officers have already been reviewing MVV's application submission and the report will be considered by Planning Committee on 7 November 2022.

### **Parish Council update sessions**

The Planning Service will be holding Parish Council update sessions again in October. Parishes have received an email inviting them to attend one of the sessions, limited to 3 members per Parish Council. The first session will be on Wednesday 12<sup>th</sup> October and the second on Tuesday 18<sup>th</sup> October, both commencing at 6.00pm in the Assembly Room, King's Lynn Town Hall.

The topics are likely to be the Local Plan, Neighbourhood Plans, Planning Control update and a practical exercise on what is a material consideration when considering and making comments on planning applications.

### **Local Plan**

The Local Plan examination continues with examination hearings anticipated to start in December through to January. The Local Plan Examination Page will be kept updated and can be viewed at

[https://www.west-norfolk.gov.uk/info/20079/planning\\_policy\\_and\\_local\\_plan/957/latest\\_examination\\_news](https://www.west-norfolk.gov.uk/info/20079/planning_policy_and_local_plan/957/latest_examination_news)

### **Neighbourhood Plans**

- **Grimston, Pott Row, Congham and Roydon Neighbourhood Plan (Grimston etc NDP)** – Currently under Regulation 14 consultation (closing date – 7 October 2022) – BCKLWN to send detailed officer comments
- **Old Hunstanton Neighbourhood Plan** – Submitted August 2022; Regulation 15 legal check 5 September 2022 – Regulation 16 consultation anticipated to take place 30 September – 11 November 2022, inclusive
- **Stoke Ferry Neighbourhood Plan** – Submitted August 2022; Regulation 15 legal check 5 September 2022 – Regulation 16 consultation anticipated to take place 30 September – 11 November 2022, inclusive

### **Major Projects**

We have a number of sites where Homes England Accelerated Construction Programme (ACP) requires us to deliver the schemes at a pace of 20% faster than the market average, regardless of whether or not there is a slump in the housing market. The schemes are as follows:

Nora 4 (Nar Valley Park) – this scheme is on site and due to complete by March next year. All but one of the open market sales homes (37 homes) have been reserved. Of these 19 will be using the Help to Buy (HtB) Equity Loan. The development is progressing well, with no indication that there will be any construction delays that will impact on the programme, and we have not had any indication (yet) from purchasers that they will be unable to

complete or are having difficulty securing a mortgage.

Salters Road – mobilisation, remediation and decontamination work has completed on site, with the second stage of works to construct the dwellings pending the completion of the legal agreement with Freebridge Housing, who will acquire the whole development of 76 affordable homes. Works are due to complete by April 2024.

Southend Road Hunstanton – works have started on site with completion programmed for November 2023. Currently an open market sale scheme with an option report to Cabinet in November to switch to PRS, adding the properties to the WNPL portfolio.

Parkway – mobilisation is programmed for November 2022 with completion anticipated December 2025. 20% of the 226 dwellings are allocated as PRS. The scheme has to be delivered at the pace agreed with Homes England, however the option exists to switch open market sale homes to PRS if there is difficulty selling them.

Bus Station Hunstanton – viability concerns and valuation works ongoing, to be reported to Cabinet briefing 4<sup>th</sup> October.

Other sites within the Major Housing Project are not constrained by the pace of delivery required by the Homes England ACP:

Lynnsport 1 – programmed start on site March 2023 with completion June 2025. As a major site (over 50 homes) 20% of the properties are scheduled to be PRS for WNPL, however this amount can be flexed (subject to Cabinet approval) should there be a slump in the housing market.

## **Regeneration**

### **Southgates Masterplan update**

The Southgates Masterplan period of public engagement starts on Monday 3<sup>rd</sup> October and will run until the 31<sup>st</sup> of October. On the 3<sup>rd</sup> there is a virtual presentation that any member of the public can attend online – a Q&A function will enable us to both respond to live questions, and capture questions and comments – questions and comments can be made in an anonymous or identified way. The presentation will be available on the Vision King's Lynn website after the event. There will be opportunities to view the Master Plan Development Brief document and exhibition boards at the TIC (Stories of Lynn) and a number of drop-in sessions where the public will be able to speak to Regeneration staff within a cabin on the Tuesday Market Place (near to The Dukes Head Hotel). These drop-in sessions will take place between 11am and 6pm on the 11<sup>th</sup>, 19<sup>th</sup>, and 28<sup>th</sup> October. Online questionnaires and paper versions will be available that can be dropped off at council offices, TMP, or the TIC. A final Master Plan Development Brief document will be prepared in November before being considered by Cabinet along with the feedback from the public engagement.

### **Towns Fund**

The Business Cases for the final 3 projects have now been complete and are following the steps in the Local Assurance Framework process. They will all be submitted in time in respect of the deadlines set out by the Government's Towns Fund process. Focus is now turning to delivery arrangements – particularly around procurement of resources to deliver a programme of complex projects all in the next three years.



## **Guildhall**

It was disappointing to hear from NLHF that our funding bid had been unsuccessful. Officers are meeting with the NLHF in October for feedback on the decision and an exploration of alternative funding opportunities. There is much work to do in terms of designing, costing, looking at phasing possibilities, in order to formulate options to present to cabinet in due course. The creation of CIO is progressing and one of the benefits of a separate charitable organisation is that it will be able to access funding that councils cannot. On a more positive note, the government has confirmed this week that they have approved the Business case for the Guildhall – which is their green light to proceed.

## **Meetings Attended** (including Teams Zoom and YouTube)

Portfolio Meetings, Development and Regeneration  
Planning Committee Planning Committee Sifting  
Regeneration and Development Panel  
Corporate Performance Panel  
CIL Spending Panel  
Cabinet  
Cabinet Siting  
Cabinet Briefings  
Full Council  
Various Meetings with Officers  
Town Fund Project Board  
Norfolk Strategic Planning Forum  
South Gates Project meeting  
West Winch Project Consultation

A detailed update on progress is shown on the table below:

Project Updates BUSINESS CASE	BUSINESS CASE SUBMISSION DATE (including full independent assurance and approval)	PROGRESS UPDATE
PROJECT 1 Youth & Retraining Pledge	14/01/22	<ul style="list-style-type: none"> <li>• Positioning of activities has begun with providers on work</li> <li>• Recruitment of young people has commenced</li> <li>• Ongoing networking with organisations that work with young people that are NEET</li> </ul>
PROJECT 2 Public Realm	14/01/22	<ul style="list-style-type: none"> <li>• Outcome of Arts Council application for art trail due Sept 22.</li> <li>• Finger post installation complete</li> <li>• Rail Station Street Furniture installation TBC</li> <li>• Revised design &amp; build procurement approach underway for Pop up kiosks</li> <li>• Purfleet Arch design progressing with suppliers to check cost &amp; buildability.</li> </ul>
PROJECT 3 Multi User Community Hub	30/09/22	<ul style="list-style-type: none"> <li>• Exclusivity agreement completed for preferred site acquisition process near completion</li> <li>• Detailed initial feasibility &amp; RIBA Stage 1 completed inc updated costs</li> <li>• Consultation complete</li> <li>• Draft Business Case complete</li> </ul>
PROJECT 5 Riverfront Regeneration	31/10/22	<ul style="list-style-type: none"> <li>• Discussions and due diligence continue with interested parties for Sommerfeld &amp; Thomas site</li> <li>• RIBA Stage 1&amp; 2 designs and costing work complete</li> <li>• Initial early engagement with various statutory bodies has taken place</li> <li>• Initial engagement with residents undertaken</li> <li>• Business case preparation continuing at pace</li> <li>• Financial modelling of uses complete.</li> </ul>
PROJECT 6 Active & Clean Connectivity	30/09/22	<ul style="list-style-type: none"> <li>• Active Travel Hub; RIBA stage 3 NORA site complete, Emerging RIBA stage 1 – Baker Lane site. Scope revised and agreed with Project Board &amp; TDB,.</li> <li>• Gyrotory scheme removed from TF programme but subject to LUF bid by NCC.</li> <li>• Comms Delivery Plan prepared. Engagement held July 2022.</li> <li>• Travel Plan engagement June/July/August 2022 – further work required.</li> <li>• Draft Business case complete</li> </ul>
PROJECT 7 St George’s Guildhall and Creative Hub	/22	<ul style="list-style-type: none"> <li>• Communications Plan updated for next phase</li> <li>• Accountable Body approval of Business Case</li> <li>• Final Business case submitted to DLUCH</li> <li>• Appointment of Senior Project Manager complete. Start 12 Sept 22.</li> <li>• Progression of Meanwhile uses of centre.</li> <li>• Arts Council CDF round 3 EOI to be submitted.</li> <li>• CIO being established – founding directors appointed.</li> </ul>

## **CABINET MEMBERS REPORT TO COUNCIL**

**13 OCTOBER 2022**

### **COUNCILLOR ANGIE DICKINSON - CABINET MEMBER FOR FINANCE**

For the period 2 September to 13 October 2022

#### **1 Progress on Portfolio Matters.**

Progress on my portfolio has been affected by recent events. On 8 September I joined the nation in being shocked and deeply saddened to hear about the death of Her Majesty, Queen Elizabeth. For me this happened whilst I was abroad on holiday, which continued beyond the period of national mourning. As a result I have attended fewer meetings than usual. Nevertheless I have continued to progress several items that have been part of my main focus over the last few months. The important exercise of monitoring activity on both the revenue budget and capital programme continues to be reviewed. A number of improvements have been made and the frequency and timeliness have seen positive changes. The Finance Team and I are working hard to make sure this is a monthly exercise, completed before the end of the month following the period being reported on and expect this to come to fruition by the end of the year. Part of that process is a continued improvement in the information provided to the Member Major Projects Board, which will see an enhanced report at its meeting on 7 October. Further improvements will be made in line with recommendations by Internal Audit.

There is continuing concern over the current cost of living crisis and I am working closely with the Leader in identifying a variety of measures that the Borough can introduce to assist those most in need. This follows on from the continuing review of the sums of money that the Borough retains in its Earmarked Reserves, which has identified some funds that are no longer required for the purpose intended. The sums are not large but nevertheless will support various initiatives.

Detailed proposals are in development and appropriate consultations are being taken for the following Capital Programme projects. In addition to projects already approved as part of the Town Deal there has also been an exciting new proposal for the Riverfront and a new leisure centre at Hunstanton, and the latest project to be announced is a fundamental review of the road network around South Gates, the latter two being the subject of bids for funding from the Government's Levelling Up Fund.

#### **2 Forthcoming Activities and Developments.**

Work will continue on the above issues, several of which will be over a prolonged period. In the meantime work on the budget process will escalate until it culminates in the budget proposal submitted to Cabinet in February

2023. It is anticipated that a lot of difficult decisions will need to be made both during the current financial year and in the four year period of the Financial Plan. When the budget process was finalised in February of this year, inflation rates were broadly ticking over at the same low levels as have been seen over recent years, with the exception of fuel, for which a higher level of inflation had been allowed. Actual inflation has been at significantly higher levels than anticipated and therefore a much enhanced level of scrutiny will be given to monitoring the position.

### **3 Meetings Attended and Meetings Scheduled**

6 Sep Cabinet Briefing  
14 Sep Monitoring review  
20 Sep Member training on the Statement of Accounts  
21 Sep Portfolio Briefing  
22 Sep Cabinet Briefing  
27 Sep Cabinet Briefing  
30 Sep Portfolio Briefing  
3 Oct Corporate Performance Panel  
4 Oct Cabinet Briefing  
5 Oct QEH Update  
6 Oct Pay Award Update  
7 Oct Member Major Projects Board  
7 Oct Portfolio Briefing  
7 Oct Twinning AGM  
11 Oct Cabinet Briefing  
13 Oct Members' Allowances Update  
13 Oct Council

## **CABINET MEMBERS REPORT TO COUNCIL**

**13 OCTOBER 2022**

**COUNCILLOR    ADRIAN   LAWRENCE   -   CABINET   MEMBER   FOR  
PROPERTY**

For the period September to October

### **Progress on Portfolio Matters.**

#### **Land Sales**

Important land sales are progressing through the legal process, albeit slowly, and we should soon be in a position to complete on

: The transfer of Hunstanton Community Centre to Hunstanton Town Council; development land at Sutton Estate, Burnham Market; a dwelling house at Sutton

Estate; and approximately 4 acres of commercial development land at Hardwick Industrial Estate. In addition to two potential residential development sites I have asked the team to look at in Sedgeford and at Gayton Road, King's Lynn, we will also be looking at developing a policy on small land disposals (we often receive approaches for land to be sold to extend gardens etc) and work out whether, or not, these are worth pursuing. I will present a report to my Cabinet colleagues in due course.

#### **Commercial Property**

With regard to the commercial property portfolio, this is still performing strongly. The team has been progressing discussions with the six, or so, tenants that represent the majority of the commercial rent arrears and who are yet to agree a payment plan for their arrears situation. As stated in previous reports we are seeking to strike the right balance that secures the rents that are due, whilst helping to ensure that the business affected has a manageable payment plan. This balanced approach has worked well on other cases in the past. In addition to progressing the commercial rent arrears, the team is also starting to address the backlog of Lease Renewals and Rent Reviews that has built up owing to staff resource issues, and I am confident that these outstanding issues will be resolved soon, and hopefully within this financial year.

#### **Nar Ouse Regeneration**

The project related work is also progressing well. The road infrastructure contract at the Nar Ouse Regeneration Area should commence this month, Phase 1 of the speculative commercial units will be completed in mid November, and the Phase 2 tender documents are now ready to go out to the market.

#### **Riverfront Regeneration**

The contract for the demolition and repair work at the Sommerfeld & Thomas warehouse site, at South Quay, is due to commence however the team has had to deal with a number of slightly complicated Party Wall Act issues owing to the close proximity of significantly Listed Buildings and these should be resolved soon,

however certain planning conditions also still need to be resolved. Linking into this, the Projects team has also recently facilitated a resident and local business engagement event for the Town Deal Riverfront Regeneration proposals which was held in the Custom House in King's Lynn. There was a very good turnout and the proposals seemed to be generally well received, however, we and the Town Deal Board will probably want to amend some elements of the project proposals to reflect comments received on the day.

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**Meetings Attended**

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Cabinet Briefings  
Full Council  
Cabinet Sifting  
Portfolio Meetings

**CABINET MEMBERS REPORT TO COUNCIL**

**13 OCTOBER 2022**

**COUNCILLOR SAM SANDELL - CABINET MEMBER FOR PEOPLE AND COMMUNITIES**

For the period 6<sup>th</sup> September to 3<sup>rd</sup> October 2022

**1 Progress on Portfolio Matters.**

**Home Choice**

Housing Needs figures for September as follows -

Housing register

1413 live applications

5 Emergency

216 High

437 Medium

755 Low

214 new or change in circumstances received

**Housing Options**

143 applicants given housing advice, of these 71 progressed into homeless declarations and/or are ongoing investigations

Lets advised - 21

Still significant issues with Freebridge turning round their voids and still causing issues with numbers in temporary accommodation and B&B. Freebridge have advertised a number of new builds which should be ready end Oct.

**Food Bank**

I met with Kings Lynn Foodbank Project Manager. The foodbank has 30 volunteers, the warehouse at North Lynn has 10-12 volunteers. The £10,000 this Council has given them is funding fuel vouchers this year. They were very grateful for the support the Council has given them. They said that the people of West Norfolk are very generous in supporting them.

## **Food for thought**

I have attended two food for thought sessions at the Discovery centre. This is being run in conjunction with the college of West Anglia, Freebridge and Lily. It is being funded by East Coast Community Fund. I am sad to report that the uptake isn't as I would have liked. This is a project that is helping people to stay fit and healthy on a low budget and is completely free to attend. The sessions are friendly and engaging.

## **Community Alcohol Partnership**

West Norfolk Community Alcohol Partnership (CAP) was launched in October 2021, to deliver a programme of measures to tackle underage drinking to reduce the harm alcohol causes to young people and as they progress into adulthood and, the harm on the wider community.

### **The main targets of CAP;**

1. Keep the existing low levels of underage drinking in West Norfolk low and if possible, reduce these levels even further.
2. Improve the health and wellbeing of our communities
3. Reduce the number of young people becoming alcohol dependant later in life.

### **Why do this?**

We know alcohol related crime/disorder and alcohol related medical conditions costs the taxpayers millions of pounds every year. We hope, focussing our efforts on our young people within West Norfolk we can affect change in their social thinking and attitudes towards alcohol so they carry those changes with them into adulthood and therefore, help to reduce alcohol crime/disorder, improves health, and reduce cost to the public purse.

### **Why not engage or enforce against adults who cause alcohol crime/disorder or are alcohol dependant?**

It's clear that enforcement alone is a reactive measure and allows the harm to the community and the individual to have already occurred, while engagement by those who are alcohol dependant into alcohol recovery schemes is often very poor.

While appropriate enforcement and engagement with individuals who cause alcohol related crime/disorder or likely to suffer alcohol related medical conditions will continue, West-Norfolk CAP believes prevention is better than cure.

### **How does CAP deliver its programme?**

CAPs are funded through the licensing trade where CAP uses this money to educate young people and parents about the risks of alcohol on young people which often goes far beyond crime, disorder and medical harms.

CAPs programme, includes encouraging the licensing trade to promote and



educate good practice around under age sales and proxy sales while gathering evidence of poor practices to support prosecutions and licensing panels. Another of CAP is carried out through working with a multitude of partnerships who link together to share ideas, resource materials, staffing, funding and delivery of underage alcohol consumption. Working with senior schools is key to focusing on our next generation of young adults who are likely to be or soon to be drinking alcohol. Focusing on years 5/6 primary school children CAP believes this is the perfect time to set the seed in the minds of our children and parents about the many alcohol related issues that could affect their child as they grow up.

While an action plan/log is in place there are some actions which have been completed and removed from the action plan/log such as signing hot spots areas with posters and QR codes, sending alcohol testing strips to schools, the use of pavement stencilling, providing free information to schools and organisation and obtained grant funding for Young Health Champions. Many other actions have been taken through desktop workflow and are activities which involve passing on information/resources, funding opportunities, training opportunities and events to partners/organisations.

#### **Asylum Seeker Dispersal to all Districts**

Following the growth in the number of asylum seekers arriving in the UK, the Home Office launched a consultation on extending dispersal areas to all districts across England, Scotland and Wales to mitigate the impact on existing dispersal areas and ensure that asylum seekers are not, as presently being held for long periods of time in hotels.

Serco are the accommodation provider who will be providing asylum seeker accommodation in our borough on behalf of the Home Office. They will be responsible for securing sufficient properties to meet the agreed/awarded dispersal allocation. Serco lease properties from landlords including self-contained properties (flats/houses) as well as HMO properties to accommodate asylum seekers. They provide a guaranteed rental income to landlords and take on all repair and maintenance works providing an attractive offer for landlords – some of which will buy properties specifically to be leased to Serco. Serco have advised they seek to lease at Local Housing Allowance rates – this is likely to negatively reduce the supply of such homes (which are the most affordable) to homeless applicants and residents of the borough.

The Council will receive funding of £3,500 per individual placed in the borough between 27 March 2022 and 31 March 2023 and this funding is to set up to enhance services for asylum seekers, although it can also be used to offset Council costs, such as homelessness services as a result of asylum seekers dispersal. This funding is however, directed at districts only and there is no recognition of additional costs which may fall upon the upper tier authority in terms of costs for education or health as these additional costs are expected to be met via existing funding reviews. The Council will therefore need to consider whether it uses some of the funding to support the work undertaken by the People from Abroad Team supporting failed asylum seekers including voluntary repatriation and in terms of wider support during the asylum

assessment process for individuals placed in dispersed accommodation.

The current proposed number of Asylum Seekers being dispersed to Norfolk is 752 with an allocation of 127 for King's Lynn & West Norfolk up until December 2023.

### **Domestic Abuse 'Safe Accommodation'**

The Pandora Project have been commissioned through Norfolk County Council to provide support for victims-survivors of domestic abuse in accommodation that has been target hardened i.e., accommodation that has had additional safety measures fitted such as Security measures to easily accessible external doors including mortice locks, Euro profile cylinder lock, hinge bolts, anti-shatter glazing film, letterbox blanking plates.

In addition, the council has secured two properties from Freebridge Community Housing to use as temporary accommodation for victims-survivors of domestic abuse. The properties consist of one two-bedroom bungalow that has had safety measures fitted including CCTV and a three-bedroom house that has had a 'safe room' room fitted upstairs (strengthened door frame and fire-resistant door). These properties provide flexibility for people fleeing domestic abuse with safe accommodation and specialist support and can accommodate victim-survivors who cannot access refuge accommodation such as:

- People with no recourse to public funds.
- Female and male victims.
- People with complex needs.
- People with older male children.

### **The Welfare Cabins (pods) and the Winter Shelter**

The four pods at South Lynn have been removed with four remaining at the North Lynn Pavilion. The pods have been reduced as they are not part of the council's long-term plan to end rough sleeping in the borough.

The Winter Shelter will be opening on the 6<sup>th</sup> October for nine months and will have capacity to accommodate up to eight rough sleepers at any one time.

## **2 Meetings Attended.**

6 September Cabinet Briefing  
7 September Health and Wellbeing Board  
8 September Meeting and Visit to Kings Lynn Food Bank  
8 September Cabinet Sifting  
15 September ACC  
21 September Integrated Care Meeting County Hall  
22 September Cabinet Briefing  
22 September Members support Group  
23 September Food for Thought Launch Discovery Centre  
27 September Cabinet Briefing  
29 September Health and Wellbeing Teams

29 September Community Alcohol Partnership meeting
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<b>3 Meetings Scheduled</b>
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Cabinet Briefings, Full Council and Emergency Service Reception
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## CABINET MEMBERS REPORT TO COUNCIL

13 October 2022

**COUNCILLOR GRAHAM MIDDLETON - DEPUTY LEADER & CABINET MEMBER FOR BUSINESS, CULTURE AND HERITAGE.**

For the period October 2022

### **1 Progress on Portfolio Matters.**

#### **Heritage open day**

I'd like to thank officers and the civic society for all the hard work put into changing the dates for heritage open day. It's often a huge event and it was great to see that we could still put this on this year for our visitors and residents. Some of the council activity put on as well as the classic car show are below.

- Tours of the Guildhall - the UK's oldest working theatre and the only one still working in which evidence suggests Shakespeare performed.
- Children's activities, trails and all sorts of fun with Norfolk Museum Service
- Films of old Lynn
- Bar in the Red Barn run by Alive West Norfolk
- West Norfolk Artist Association exhibition in the Fermoy Gallery - a special one-off exhibition for Heritage Open Day (it will only be open for 1 day and that's Heritage Open Day)
- Collusion in the White Barn doing tech fun and games: resident company responsible for the incredible projections sharing what they do best.

The guildhall saw over 700 unique visitors on the day. Thanks to the team and all of our amazing volunteers.

The new **Hunstanton Observatory** planning application is coming to a close, with a decision to be made by BCKLWN Planning authorities on our around 19th October 2022.

If the planning application is accepted, building work on the Hunstanton clifftop site would soon commence after that time for a brief burst of activity on site before the official launch of the observatory in January 2022 to take advantage of the dark winter skies.

Our "**Visit West Norfolk...Naturally**" off-season tourism paid campaign starts in the first week of November, which will include a great deal of both visitor-oriented and

business-facing promotional material focussing on sustainable tourism businesses in our area, responsible tourism, active travel and green tourism messaging in general for our area. This digital campaign, including paid Google ads and social media advertising, will run in tandem with the county's own **Visit Norfolk...Naturally** brand, though we hope that our own west Norfolk branded version of it could be a permanent feature of our portfolio for us to build upon.

**Increasing Group Stays in King's Lynn:** Aside from our usual annual advertising in group/touring trade publications, we are currently in mid-campaign (of an initial 6-month duration) to specifically promote King's Lynn to more tours and coaching operators, in paid partnership with external business WeWantGroups to contact up to 4,000+ touring and coaching companies in the UK with a series of our suggested experiences within the town of King's Lynn. The current page of content for groups can be found here: <https://www.visitwestnorfolk.com/kings-lynn-experiences-for-groups/>

Aside from that, a themed 'Christmas in King's Lynn' e-shot has already been sent out by WeWantGroups (in September 2022) to 4,000+ group/tour operators to gain further interest and possible advance bookings of seasonal experiences in the town and surrounding areas for this Christmas and the next.

We are currently heavily involved in partnership working with other groups to create new high-profile trails in the west Norfolk area, such as the following three new trails:

**"King's Lynn Walsingham Way"** (2023 onwards: permanent route, online and physical)

A brand new and permanent, first of its kind, rural and historic trail which will link up King's Lynn, through the west Norfolk countryside, to the Little Walsingham Shrine. Project led by an external group and supported by P.E.

This trail, of international appeal, goes beyond mere religious interest to include key elements of the history of King's Lynn and our rural villages in equal measure (including figures such as Margery Kempe, who followed the trail centuries ago) for a two-way route between both main destinations and including smaller sections of more manageable trails for walking and cycling, highlighting relevant rural businesses along the route.

**"Norfolk Coast: History & Legends"** (2023 onwards: permanent route, online)

A brand new coastal trail project and associated promotional plan, created and led by the Tourism Department, which links across authority boundaries across the coast from King's Lynn to Cromer, promoting the new link-up of the coastal path from King's Lynn to Snettisham at the same time as developing unique coastal experiences, dark tourism (coastal myths, legends and folklore) and key historical moments along the coast too, including Lord Nelson. The aim is to attract all-year-round tourism to the Norfolk coast, with a heavy focus on West Norfolk, with a cross-demographic appeal.

**"The Hanse Cultural Route: Sustainable Tourism across the continent"** (at least 2023-26)

There is a superb new opportunity for King's Lynn & West Norfolk to lead the way forward in researching high quality experiences across the area which have international appeal, linking closer ties with Europe and the rest of the UK Hanse towns in creating a full international route and set of rich visitor experiences.

**Investment zones**

In the mini budget the government announced the proposed designation of 38 Investment zones across the country. Norfolk County Council (NCC) have been invited to submit an expression of interest (EOI) to government by 14<sup>th</sup> October for investment zones in Norfolk. Officers are working with (NCC) on the potential opportunity for a King's Lynn focused Investment Zone to be included in their EOI to support the acceleration of housing and commercial development through tax incentives and simplified planning.

**2 Meetings Attended and Meetings Scheduled**

Public meetings attended

Various meetings with officers and stakeholders