



COUNCIL MEETING

Agenda

Thursday, 30th March, 2023

at 4.45 pm or on the rising of the Extraordinary meeting held prior to it.

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

Available for the public to view on [WestNorfolkBC on You Tube](#)



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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 **4.45 pm**, or on the rising of the Extraordinary meeting held prior to it, on **Thursday, 30th March, 2023** 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. MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 23 February and 9 March 2023 (previously circulated).

2. APOLOGIES FOR ABSENCE

3. 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.

4. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

To receive Mayor's communications and announcements.

5. URGENT BUSINESS

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

6. PETITIONS AND PUBLIC QUESTIONS

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

7. 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: 7 March 2023** (Pages 6 - 10)

- CAB141: Local Plan – Inspector’s Letter – Recommended Way Forward
- CAB142: Review of Unreasonable Complaints Policy
- CAB143: LGA Model Code of Conduct
- CAB144: Members Allowances Scheme 2021-2025
- CAB146: Freedom of the Borough Update
- CAB147: Governance Review Task Group

8. NOTICES OF MOTION

i) To consider the following Notice of Motion (6/23), submitted by Councillor Parish and seconded by Councillor Dark:

“This Council has received briefings on the County ‘devolution’ Deal currently being considered by Norfolk County Council.

In light of these we note that there is nothing in the ‘deal’ currently that impacts on the powers and sovereignty of this council and more money could be coming to Norfolk as a consequence of it.

However, the ‘deal’ text is currently out to public consultation and going through Parliament before a final debate and decision at Norfolk County Council at around December 2023, so alterations in the coming months are a real possibility.

Consequently, this council believes it is prudent to reserve it’s final position on the ultimate ‘deal’ at this time and instructs officers to continue engaging on behalf of West-Norfolk, focussed on 3 areas; this council’s powers and sovereignty remain undiminished; West-Norfolk will have a fair say in the priorities being set for any new funding under the ‘deal’ and West-Norfolk will have a fair opportunity to access such funding with a report being brought before council promptly if anything material to the above changes or in sufficient time for consideration and debate to occur and a clear public position to be taken before the County Council decision in December 2023.”

ii) To consider the following Notice of Motion (7/23), submitted by Councillor Sandell and seconded by Councillor Dark

As this council comes to the end of its term and reflects back on an unprecedented, exceptionally demanding four years it formally thanks its staff, partner councils and agencies, partner charities and the many local volunteer groups and individuals who have worked flexibly, diligently and effectively to

support and move West Norfolk forwards throughout this time.

9. CABINET MEMBERS REPORTS (Pages 11 - 26)

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 H Humphrey

Environment - Councillor P Kunes

Development - Councillor R Blunt

Finance – Councillor A Dickinson

Property – Councillor A Lawrence

People and Communities – Councillor S Sandell

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

Leader - Councillor S Dark – to follow

10. 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

**RECOMMENDATIONS FROM 7 MARCH 2023 CABINET MEETING TO COUNCIL
ON 30 MARCH 2023**

CAB141 **LOCAL PLAN - INSPECTORS LETTER - RECOMMENDED WAY
FORWARD**

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

The Planning Policy Manager presented a report which explained that Full Council approved the draft Local Plan submitted for examination in March 2022. The Local Plan Inspectors adjourned the examination hearings to allow the Council to provide further evidence and justification, to ensure the submitted Plan was sound. This report set out the options to address the Inspectors' concerns. In relation to the Spatial Strategy and Settlement Hierarchy in particular, those more substantive changes to the Plan were considered to require the approval of Full Council.

The Planning Policy Manager explained that the report had also been considered by the Local Plan Task Group on 28 February, the recommendations from which had been presented to Cabinet. The Task Group had supported 3 of the recommendations in the report, whilst recommending an amendment to recommendation 3 to suggest that the Criterion based policy to be agreed in consultation with the Chair and Vice-Chair of the Task Group. Cabinet supported this amendment.

Under standing order 34 Councillor Kemp addressed Cabinet made reference to sustainability at West Winch rather than Watlington or Downham Market. She stated that the Inspector's comments on the sustainability, air quality, transport network and local amenities had not been demonstrated in the plan with the additional dwellings She considered no dwellings should be built in West Winch until the By Pass was completed.

Under standing order 34 Councillor de Whalley addressed the Cabinet suggesting that Downham Market and Watlington would be more sustainable locations for the growth due to their rail links. He considered that the council needed to justify why 2400 homes in West Winch was appropriate to the spatial strategy and consistent with national policy which he considered risked further delay in the local plan.

The Chair reminded Members that the letter from the Inspector listed the numbers of dwellings in fullness of time, 2,500 up to 2036 and then the potential to go up to 4,000 at a later date. The Planning Policy Manager confirmed 1,600 in the site allocation and up to 4,000 in the fullness of time. The Inspectors had requested evidence to support the increased allocation and allowed the Inspector to see the evidence that the site can accommodate up to 4,000 in the fullness of time.

The Chair confirmed that any planning applications being examined under the current Local Plan were not affected by the future plan.

Cabinet agreed the recommendation as amended by the Local Plan Task Group.

RECOMMENDATIONS FROM 7 MARCH 2023 CABINET MEETING TO COUNCIL ON 30 MARCH 2023

RECOMMENDED: That the contents of the report be noted and Council be recommended that the draft Local Plan previously approved by Full Council be amended as follows:

- 1) That reference to the term 'A10/Main Rail Line Strategic Growth Corridor' is deleted from the Plan.
- 2) That the Settlement Hierarchy reverts to that of the Core Strategy (as amended by the Site Allocations and Development Management Policies Document), subject to a check that it still remains up to date.
- 3) That a criterion-based policy is introduced into the Plan for the assessment of proposals for development in rural settlements. The Criterion-based policy to be agreed in consultation with the Chair and Vice-Chair of the Local Plan Task Group.
- 4) That a housing requirement is calculated for designated neighbourhood areas using the methodology set out at section 2.13 and Appendix 3.

Reason for Decision

To address concerns raised by the Local Plan Inspectors at examination in order that they may report the Plan is 'sound' and enable the Council to proceed to adoption at the earliest opportunity.

The comments of the Local Plan Task Group were taken into account.

CAB142 REVIEW OF UNREASONABLE COMPLAINTS POLICY

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

The Monitoring Officer presented a report on the review of the Unreasonable Complaints Policy which had been carried out by the Corporate Performance Panel. The Monitoring Officer reported that she had checked the proposed amendments with the Local Government Ombudsman, and incorporated their suggestions within the track changes in the report. The report also recommended that the appeals process for the system would be delegated to the Standards Committee.

In response to a question, it was confirmed that the Standards Committee would receive guidance and training on the matter.

The Chair asked how widely the policy had been referred to, to which it was confirmed that the numbers of cases were very low as it was only required in exceptional circumstances.

RECOMMENDED: 1) That the proposed changes to the Unreasonable Complaints Policy as set out at Appendix 1 to the report be approved; and

2) That the proposed changes to the Constitution as set out at Appendix 2 to the report be approved.

RECOMMENDATIONS FROM 7 MARCH 2023 CABINET MEETING TO COUNCIL ON 30 MARCH 2023

Reason for Decision

It is a function of CPP to assist in advancing the development of effective policy for promoting or improving the economic, social and environmental wellbeing of the people and communities of King's Lynn and West Norfolk. CPP have recommended changes to the UC Policy and the Constitution which Cabinet are asked to consider these for onward recommendations to Full Council.

CAB143 LGA MODEL CODE OF CONDUCT

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

The Monitoring Officer presented the report which explained that a review of the Member Code of Conduct had been undertaken by the Standards Committee based on the Model Code of Conduct and associated guidance issued by the Local Government Association. The Standards Committee had recommended a version of the Model Code revised for the Council's circumstances.

The Chair thanked the Standards Committee for their consideration and recommendations. Cabinet supported the recommendations.

RECOMMENDED: That the revised Member Code of Conduct set out at Appendix 1 to the report be adopted.

Reason for Decision

It is a statutory function of the Standards Committee to advise the Council on the adoption or revision of the Member Code of Conduct. The Standards Committee have recommended that a revised Code of Conduct be adopted, as attached at Appendix 1 to the report, which Cabinet is asked to consider for onward recommendations to Full Council.

CAB144 MEMBERS ALLOWANCES SCHEME 2021-2025

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

Cabinet considered a report which invited the Council to approve the current scheme of allowances for the period 2021- 2025. The current wording of the scheme extended to 2021-2022. No other changes to the scheme were proposed.

RECOMMENDED: That the scheme of Allowances to cover the years 2021/25 be approved.

Reason for Decision

RECOMMENDATIONS FROM 7 MARCH 2023 CABINET MEETING TO COUNCIL ON 30 MARCH 2023

To comply with the requirements of The Local Authorities (Member's Allowances) (England) Regulations 2003 to continue with the Scheme of Allowances for the coming year.

CAB146 FREEDOM OF THE BOROUGH UPDATE

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

The Democratic Services Manager introduced a report on the review of the criteria for awarding the Freedom of the Borough which were last reviewed and agreed by Council in 2002. Following the referral of a Notice of Motion from Cllr J Rust on the criteria, Council referred the Motion to the Corporate Performance Panel to consider. The Panel formed an Informal Working Group to consider the matter which reported back to the Panel. The Panel had recommended changes to the criteria to be used for consideration, recommended the removal of the 10 year timeframe as to when a Councillor ceased to be so before being able to be awarded the honour, and also that applications should be considered by the Standards Committee before recommendations were made to Council.

Cabinet expressed the view that the removal of the 10 year limit was appropriate, and agreed that the Standards Committee was the right body to deal with nominations in the first instance.

RECOMMENDED: 1) That the updated criteria proposed by the Corporate Performance Panel, subject to the additional changes shown in appendix 3 to the report, be adopted.

2) That the changes to the Constitution shown in appendix 4 of the report be approved.

Reason for Recommendation

The award of Freedom of the Borough is a non-executive function of the Council (Functions Regulations 2000, Schedule 1 paragraph E3). Constitutional Changes are needed in order to effect the amendments to the criteria and process for the award/revocation.

Full Council asked the CPP to review the award criteria; the Council's legal team have reviewed those criteria and provided comments and proposed constitutional changes.

Cabinet are invited to review the updated criteria and the constitutional changes and recommend to Full Council that they be approved.

CAB147 GOVERNANCE REVIEW TASK GROUP

RECOMMENDATIONS FROM 7 MARCH 2023 CABINET MEETING TO COUNCIL ON 30 MARCH 2023

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

Cabinet was reminded that the Governance Task Group which was set up in September 2019 had ceased its work during the pandemic. Cabinet was presented with a report which suggested that should the new Council wish to resurrect the review, the work of the Task Group should recommence following the elections and once the Peer Review was completed as it was potentially closely linked with the process.

RECOMMENDED: That the work of the Governance Task Group be paused until after the Borough Council elections.

CABINET MEMBERS REPORT TO COUNCIL**30 March 2023****COUNCILLOR HARRY HUMPHREY- CABINET MEMBER FOR CORPORATE SERVICES**

For the period February to March 2023

1 Progress on Portfolio Matters.**Councillor ICT Equipment Survey results.**

The questionnaire asked members; whether they were “happy with laptop”, their “experience with laptop”, and whether “using Council mobile”

There were 24 responses –

14 were happy with laptop, 9 were not happy with laptop and one was happy with both.

16 indicated lots of experience, 5 indicated limited, 1 indicated none and 1 didn't answer.

3 members used Council mobile phones.

The paper with recommendations will go to CPP on 5th April for comment before going to Cabinet on 18th April.

Various Portfolio discussions, meetings and Cabinet briefings

2 Forthcoming Activities and Developments.

Meetings with officers relevant to Portfolio, Cabinet and Council matters.

3 Meetings Attended and Meetings Scheduled

Council

Cabinet briefings

Cabinet Sifting

Portfolio briefings

Other meetings are expected to cover areas of the portfolio and performance indicators

CABINET MEMBERS REPORT TO COUNCIL

30th March 2023

COUNCILLOR - PAUL KUNES - CABINET MEMBER FOR THE ENVIRONMENT.

For the period 23rd February to 30th March 2023

1 Progress on Portfolio Matters.

Re:fit Work

Work on the re-fit program continues with the installation of air source heat pumps in council owned industrial units. Commercial solar power options are being considered and will be presented along with the Refit HLA work.

EV Charging

Two further sites are planned in the near future in King's Lynn and Burnham Market, which we hope will be operational by the second quarter of 2023. As well as the completed charging points, work is ongoing for a substation for the EV chargers planned for Austin Street East car park in King's Lynn. Once completed, the charging points will enable 52 cars to be charged.

North Lynn Alleyways.

I am delighted to say we have at long last been able to clean up the back alleys in the North Lynn area. I have been struggling with this since it was brought to my attention by Cllr Bone in December 2021! Problems with ownership of the lanes, legal access rights and health and safety issues have all delayed this. Huge thanks to our people who had to work among Rats, hypodermic syringes and all manner of other filth to complete this work. We will now be monitoring these areas regularly and collect any fly tipping there which will be investigated thoroughly.

Roll out of battery and WEEE collections

These collections are now being rolled out – slowly, so that we are not overloaded with items in the first few weeks.

I saw for myself at the depot last week the large containers of batteries that have already been collected.

2 Forthcoming Activities and Developments.

Following the provision of data, further meetings have taken place with the Energy Saving Trust, who are conducting a review of the Council's 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. I am pleased to say that in addition to the two electric Vans we have had for some time, two more have been ordered.

Great Yarmouth Borough Council are about to take delivery of a fully electric Bin Lorry and will be testing it on all their routes. We await their findings with eager anticipation.

Solar Together

In terms of next steps, we have now completed the acceptance phase. All registrants have been sent their personal recommendation with a deadline of 25th November to decide if they wished to accept their offer. I am pleased to report that nearly 270 have accepted the offer for PV panels and/or battery storage.

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 is almost completed on the data analysis for the next BCKLWN Carbon Audit. This will be completed by early Spring 2023.

3 Meetings Attended and Meetings Scheduled

Cabinet

Portfolio briefing: -Climate Change, Recycling and Refuse collection and Flood and Coastal erosion matters.

Cabinet Briefings

Cabinet sifting

CPP

E&C

LGA Coastal Special Interest Group (SIG)

Friends of the Earth, Klimate Concern

Kings Lynn Conservancy Board.

NCP CMG

Wash and North Norfolk Marine Partnership.

CABINET MEMBERS REPORT TO COUNCIL

30th March 2023

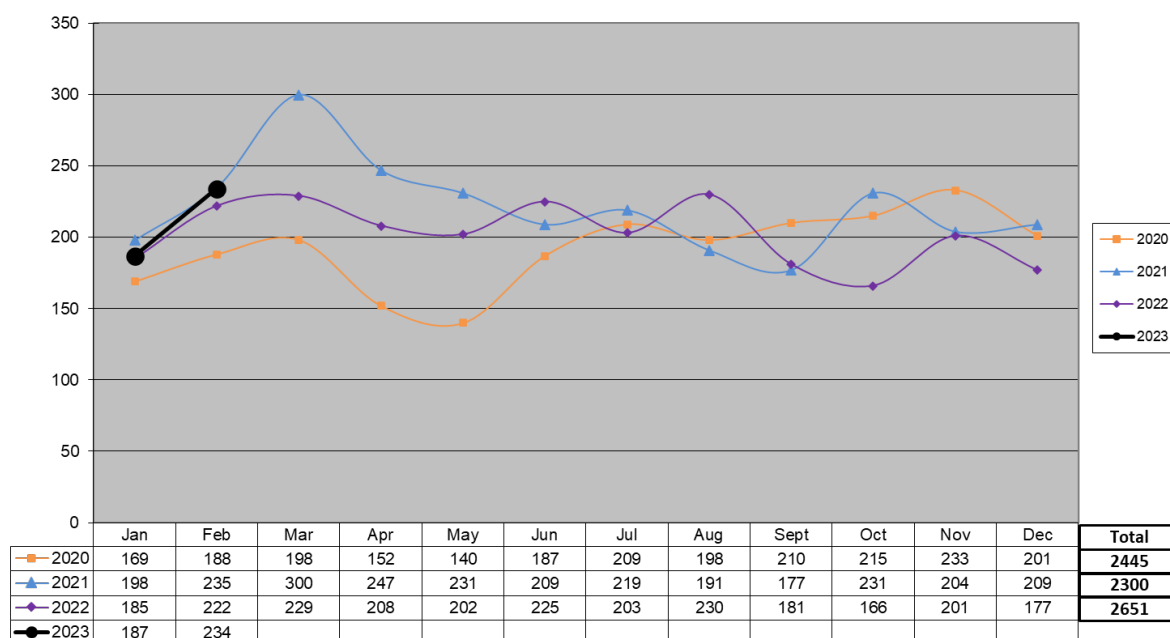
COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT & REGENERATION

For the period from 23rd February 2023 – March 17th 2023

1 Progress on Portfolio Matters.

Planning and Discharge of Conditions applications received

Planning and discharge of condition applications received



234 applications received in February and therefore application numbers are up slightly on the previous year.

Progress with recruitment

Assistant Planning Policy Officer appointed and due to start 11 April 2023.

Temporary Senior Planning Policy Officer contracted for a period of six months.

Following interviews for the Arboricultural Officer on 10th March and Principal Planner on 13th March, the posts have been offered to and accepted by the successful candidates subject to the usual reference checks.

Interviews for the Monitoring and Compliance Officer post will take place on 23rd March.

An advert will be placed to recruit a Technical Support Team Leader within the planning validation team. We tried to fill this post at the end of 2022 but were unsuccessful.

Major and Minor dwelling applications and householder applications received comparison

Major, Minor and Householder applications all dropped compared to the same period last year, in particular householder applications.

	1/3/20 – 28/2/21	1/3/21 – 28/2/22	1/3/22 – 28/2/23
No. of Major dwelling applications rec'd	17	23	20
No. of Minor dwelling applications rec'd	303	299	312
No. of Householder applications rec'd	707	876	754
Total	1027	1198	1086

*Minor dwelling applications = up to 10 units

Major dwelling applications = over 10 units

2022/23 performance for determining planning applications 1/3/22 – 28/2/23

	National target	Performance
Major	60%	89.5%
Non – Major	70%	87.4%

Appeal Performance – decisions made by The Planning Inspectorate 1/3/22 – 28/2/23

	Dismissed	Allowed
Planning appeals	23	10
	69.7%	30.3%
Enforcement appeals	3	0
	100%	0%

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 2022/23

Income for Planning and Discharge of Condition applications continues to exceed projected for the financial year 2022/23.

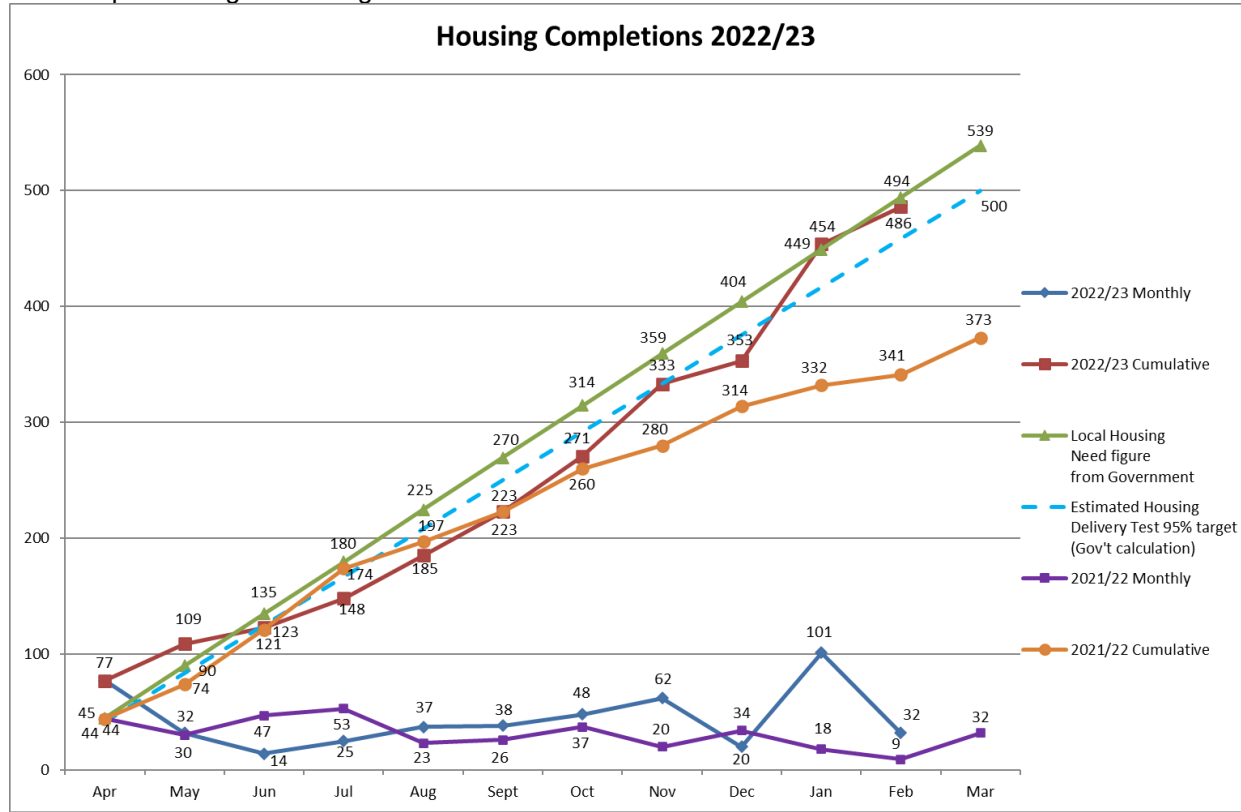
As part of the budget monitoring process the year end income figure has been adjusted from £1,100,000 to £1,500,000 and this has been reflected in the table below.

Projected	Actual	Variance with projected
April 22 – Feb 23	April 22 – Feb 23	
£1,375,000	£1,609,008	+£234,008

On 28th February 2023, the Government published a consultation document: Stronger performance of local planning authorities supported through an increase in planning fees. It is proposed that planning fees for Major applications will increase by 35% and 25% for non-Major applications, adjusted annually in-line with inflation. Government intends introducing the new fee increase in summer 2023 and it will be ringfenced for spending within the planning department. With the increase in fees will come addition performance measures the planning department will need to meet. The consultation ends on 25th April 2023.

Housing Completions

32 housing completions in February and currently just under the projected Local Housing Need figure, 486 completions against a target of 494.



Community Infrastructure Levy (CIL)

The CIL Spending Panel met on 13th March to consider 45 Infrastructure Project applications with a total request of £718,086.45. The formal decisions of the Spending Panel will now be issued to the applicants for projects under £30,000 and the single project over £30,000 will be referred to Cabinet to ratify the decision. The next round of applications will open on 1st July 2023.

Local Plan

The Inspectors' Letter and Note regarding the further work/evidence required has been received and is available on the Examination page of the website. It suggests a deadline of 28th April to provide the further work/evidence required.

The way forward in response to the Inspectors letter and note has been discussed at Local Plan Task Group and Cabinet, and is to be considered at this Council meeting.

Medworth

The examination timetable has now been produced, and is available to view on the council's website. The Planning Inspectorate have until 21st August 2023 to complete their examination, and make a recommendation to the secretary of state.

Meetings Attended (including Teams Zoom and YouTube)

- Portfolio Meetings, Development and Regeneration
- Planning Committee
- Regeneration and Development Panel
- Cabinet
- Full Council
- Various Meetings with Officers
- Planning Committee Sifting
- Riverfront Project workshop
- Cabinet Briefings
- Town Fund Board
- Town Fund Project Board

Major Housing Projects

- Nora 4 (Nar Valley Park)
- First units completed Mar 2022. 94 homes to be completed this financial year (2022 /23) and 11 homes completed in 2023/24. 3 sales completed to end July 2022. 24 no. sales homes reserved, with 7 no early bird interest, with only 3 homes available for sale. 10 PRS homes Let by WNPL.
- Hunstanton Southend Road
Works commenced on site May 2022. Completion due November 2023. Works on foundations commenced.
- Hunstanton Bus Station
Review ongoing
- Parkway
Discharging pre-commencement conditions. Expected SoS November 2022, delayed due to discharge of conditions delays.
- Salters Road
Groundworks complete. Contract negotiations with Freebridge near ongoing, delayed due to legal due diligence issues. Main works ready to commence.
- Waveney Road
Pre-app submitted April 2022 – decision due July 2023 – still awaiting decision
- NORA 5
Initial Design, Open Market Housing & Specialist Extra Care housing being considered.
Initial site investigations and due diligence ongoing.
Local Housing Market analysis to inform design ongoing

No.	Heading	Scheme	Brief description	Strategic fit	RAG ratings as at end February 2023 (Definitions shown on Project Highlight reports)	Overall status commentary
P-21.11	Town Deal	St George's Guildhall & Creative Hub	Refurbishment of the Guildhall and provision of co-working & studio space in the White Barn	- Agreed under the Town Deal with government	Overall RAG rating A	- Of the est. £12,174,091 cost of the full development, £3.3m identified in the NLHF application is currently underwritten by BCKLWN while further funding options are explored and is subject to a further decision being taken on the final project scope and extent of funding required. - Delay issuing the Lead Design Team Invitation to Tender (ITT) to allow for additional work and legal checks. ITT issued 30/1/2023 with returns due by 6/3/2023. Significant interest has been received in response to the ITT with an appointment due in early April 2023. - Alongside the unsuccessful NLHF application, delay to Lead Design Team appointment means the project is currently behind the projected project for 22/23. The project is seeking permission from the DLUHC to reprofile.
P-21.12	Town Deal	Active & Clean Connectivity	Package of measures to support active & clean connectivity including priority schemes from the Local Cycling & Walking Infrastructure Plan inc Active Travel Hub and Travel Plan Fund	- Agreed under the Town Deal with government	Overall RAG rating A	- Finance position overall planned to be on budget but profile in year is behind target hence Amber. - Active Travel Hub timeline behind initial target dates due to introduction of Baker Lane site and desire to align both sites for one procurement process at Design and Build RIBA 4 onwards. - LCWIP works slipped to start in April 23 from Q4 22/23 to align with NCC resources. - Active Travel Plans 2 remaining businesses to be signed up to programme giving data on commuting habits.
P-21.14	Town Deal	Riverfront Regeneration	First phase, including Outer Purfleet and Custom House exhibition space, 'Sail the Wash' dry side infrastruct., South Quay public realm	- Agreed under the Town Deal with government	Overall RAG rating A	- This project is currently RAG rated AMBER because there are pressures on the budgets due to inflation which is affecting construction costs. We are also aware that the assumptions made for the operating costs of the Custom House and potential event spaces are also at risk due to increasing prices e.g. energy. The piecemeal nature of the work and lots of small elements means it may be possible to prioritise and mitigate these issues whilst still achieving the overall project outcomes. - The programme is being stretched but still achievable overall within the timeframe set by Towns Fund protocols. This is due to the recent resourcing issues and ensuring the period for procurement of new professional team is factored in.
P-21.15	Town Deal	Public Realm – 'Rail to River'	Improve the perception of the town centre 'Rail to River' route to create a distinctive and quality public realm.	- Agreed under the Town Deal with government	Overall RAG rating A	Overall Status currently RAG rated AMBER due to: - Programme prolongation to late autumn due to requirements for licenses, and planning consent being factored in, including likely committee dates (June 2023). Lead in times for digital signage 14-16weeks, leading to installation and commissioning in October which extends the project by 2m. - Increasing costs – updated quotations being sought for late install items e.g., digital signage. Installation costs rising due to inflation.
18 P-21.16	Town Deal	Multi-User Community Hub	New town centre 'one-stop-shop' for a range of services inc relocated library, to provide skills and training opportunities.	- Agreed under the Town Deal with government	Overall RAG rating A	- The status of the project is Amber because overall the MUCH project remains on track to deliver to time and budget, however there are two external issues and one project risk that require attention before the next project review. - The delay of the purchase does not, at present, cause any material delay to the project timescales, only to the spend profile in 2022/23. Turner and Townsend have been appointed as Cost and Project Manager for the scheme and are working with Norfolk County Council on the tender for main contractor. - Engagement continues with the library team as future main tenants of the building and champions of the project as well as the local health and Voluntary and Community Sector.
P-21.17	Town Deal	Youth & Retraining Pledge	A package of support for youth skills and adult retraining provision for the immediate and short-term impact of Covid-19.	- Agreed under the Town Deal with government	Overall RAG rating A	Overall rating is Amber as - Spend is rated as amber due to original budget being smoothed across project. The project is waiting confirmation from DHLUC when a budget reprofile can be carried out - Delivery is rated as amber due to the delayed start of the project

CABINET MEMBERS REPORT TO COUNCIL

30 MARCH 2023

COUNCILLOR ANGIE DICKINSON - CABINET MEMBER FOR FINANCE

For the period 27 February to 30 March 2023

1 Progress on Portfolio Matters.

Work on Budget and Council Tax Setting finally concluded when the various resolutions were made at Council on 23 February, details of which have been covered in earlier reports.

Since then my work has been focused on Period 10 monitoring as we want to be as prepared as possible for the financial year's outturn figures. The exercise is ongoing as a number of new variations have presented themselves, which need further investigation.

Work has also progressed on the introduction of a Shareholder Committee, created to scrutinise the activity of the wholly owned council companies, for which a new range of measures have been put into place, including reviewing board members, etc. The first meeting has been held but its work programme needs to be reviewed. It also needs to consider the Companies' business plans and associated matters.

A new arrangement for BCKLWN to carry out car parking operations, including the management of Parking Charges Notices, on behalf of additional Norfolk councils is under review. The provision of this service provides the opportunity to create new jobs in addition to generating additional income for the council.

Representation has been made to the appropriate Under Secretary of State to highlight our plight, in conjunction with other councils around The Wash and there has been an indication that some element of recompense may be made in the not too distant future.

2 Forthcoming Activities and Developments.

The main focus from now on will be on monitoring and the potential impact on the end of year figures. The way monitoring is carried out has improved substantially in the last 2 years and improvements continue to be made. A monthly timetable has been devised so that reports to me and appropriate bodies such as Audit Committee and the Member Major Projects Board are as up to date as possible.

3 Meetings Attended and Meetings Scheduled

24 Feb	Portfolio Holder Briefing
27 Feb	Member Major Projects Board
27 Feb	Corporate Performance Panel

1 Mar	Cabinet Briefing
2 Mar	West Norfolk Transport and Infrastructure Steering Group
3 Mar	Portfolio Holder Briefings
9 Mar	Period 10 Monitoring Review
9 Mar	Extraordinary Council
10 Mar	Review of Internal Drainage Board Levies
14 Mar	Member Housing Briefing
15 Mar	Period 10 Monitoring Review
15 Mar	Car Parking Agency Arrangements review prior to Cabinet Sifting
16 Mar	QEH Member Briefing
17 Mar	Portfolio Holder Briefing
17 Mar	Shareholder Committee
20 Mar	Cabinet Sifting
20 Mar	King's Lynn Area Consultative Committee
22 Mar	Alive West Norfolk Board Proposals
22 Mar	Cabinet Briefing
24 Mar	Portfolio Holder Briefing
29 Mar	Cabinet Briefing
30 Mar	Council

CABINET MEMBERS REPORT TO COUNCIL

30 March 2023

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR PROPERTY

For the period February to March 2023

Progress on Portfolio Matters.

As this is my last report of the financial year I thought it might be good to summarise activities, and highlights, from the past twelve months, or so, for Council colleagues

Staffing Resources :

Over the past year we have managed to stabilise the staffing resource within the Property & Projects team with a combination of : successful recruitment to the vacant Property Services Manager post, reorganisation and reallocation of certain duties, and the implementation of a programme of employing Higher Level Apprentices. I am particularly pleased with the apprentice programme as this provides significant opportunity for mainly local individuals to achieve not only on-the-job training, but also high-quality professional qualifications. This fits in really well with our aims to raise aspirations, and skills within our area.

Commercial Property :

The commercial property portfolio, and its management, probably does not get the attention it deserves. This portfolio contributes over £3 million of revenue every year that supports the Council's budgets and helps us in our ambition to keep Council Tax levels as low as possible. This portfolio provides premises to local small and medium sized businesses, that may not be of interest to larger institutional investors (as they are more management intensive), however, these types of businesses are critically important to the local economy.

As stated in previous reports, this portfolio, particularly the light industrial elements, has performed extremely well during the past twelve months, or so, and should continue to do so.

Community Related Issues :

We have been very conscious of the cost-of-living issues facing many of our residents. The Property & Projects team were tasked with adapting and refurbishing one of our vacant premises (held for future regeneration initiatives) to facilitate the delivery of a community shop, and the premises at

the Southgates roundabout were duly delivered in early December 2022. The Council is working with a service provider to operate this facility, and I am hoping this facility will be operational by the date of this Council meeting.

The team has also been working with representatives of the Gaywood Community Centre, and the local Ward Member, and has regularised the group's use of the adjacent park land for periodic car boot sales. These events not only help to support the other activities of the Community Centre, but also provide an opportunity for community social interaction. We will continue working with the community centre operators, and there is an on-going dialogue in respect of the ownership of the centre itself, and I will present a report to Cabinet colleagues in due course in respect of this matter.

With regard to another community centre, during the year we have also successfully completed the transfer of the Hunstanton centre to Hunstanton Town Council. We hope that the Town Council can now make this a thriving community facility for local residents.

We have also successfully invested in another important community (and visitor) facility in Hunstanton with the replacement of the roof at the Princess Theatre. The team worked well with the contractor, and the theatre tenants, to ensure that the works were undertaken, not only within budget, but also so as not to affect the important Pantomime season, a key trading activity for the theatre which helps to support its on-going viability.

The team is also currently working on finding a solution to some localised flooding issues that are affecting the Upwell Community car park near to the Doctor's Surgery on Townley Close. The team is working with the local Borough and Parish Councillors, as well as the local Internal Drainage Board, and adjacent landowners. I have been informed that there are solutions, and it may be that the Council will need to help facilitate these, to ensure that the car park is more usable, particularly during the winter months. I should receive a report on these issues soon.

Nar Ouse Regeneration Area :

The Nar Ouse Regeneration Area is in the process of taking a significant step-forward following the Council's decision to invest in the road and utility infrastructure, and in the development of some commercial units that will be held by the Council as part of its commercial property portfolio. The road and utility infrastructure should be completed in October this year and this will provide investment opportunities to businesses wishing to construct premises for themselves, as well as the opportunity for the Council to generate capital receipts from land sales. With regard to land sales, councillors will note that I presented a report to Cabinet this month for a sale of land at the Nar Ouse site that, if the proposed development is forthcoming, could provide extensive benefits to our residents in and around King's Lynn. The report was "Exempt" owing to its commercial sensitivity, however all councillors have access to this information via the usual channels should they wish to read this report, and particularly the appendices attached.

Riverfront Regeneration Area :

The Property & Projects team, together with the Regeneration Team, managed to pull together a concept design and costed Business Case for proposals to be presented to the Town Deal Board, and managed to secure approximately £4 million of Town Deal Funding for proposals relating to the Custom House, King Staithe Square, and part of the former Banks Cargill Grain Silo site near to the Millfleet. This was a significant achievement as the team essentially started with a blank-sheet-of paper in April 2022, and following production of various design concepts, consultation with various statutory bodies, Council Panels, Town Deal Boards and an engagement event with local residents presented proposals for approval to Cabinet and the Town Deal Board in September/October of the same year. The team is now going through the process of appointing a design team to take this project through the next design phase and then through to delivery.

Linking in to the above the Property & Projects team has also been progressing the demolition works and external fabric refurbishment works to the former Sommerfeld & Thomas warehouse on the South Quay. These works are nearing completion and have gone well.

The Sommerfeld & Thomas site was marketed last year, and the team is working with an interested party in respect of development proposals and disposal options for the site. These discussions are on-going, and a report will be brought to Cabinet in a few months' time.

King's Lynn Innovation Centre (KLIC) :

As this report is mainly a look-back at some of the highlights of the past financial year I obviously need to mention the KLIC building. Early last autumn we achieved what many thought could not be achieved – we secured all of the money owed to the Council relating to the delivery of the King's Lynn Innovation Centre. We now own a fully occupied landmark building that provides high quality accommodation to numerous local businesses with the rental income stream contributing significantly to the Council's revenue budgets. The hard work put in by Members and Officers has turned this situation into a definite success story.

As this is my last report for this administration I would just like to thank my officer team for all their hard work and dedication over the last four years. I have never known so many problems to be thrown at us but everyone took things in their stride and carried on regardless.

Well done everybody.

Meetings Attended

Full Council
Cabinet Briefings
Portfolio Briefings

CABINET MEMBERS REPORT TO COUNCIL

30 March 2023

COUNCILLOR SAM SANDELL - CABINET MEMBER FOR PEOPLE AND COMMUNITIES

For the period 9th March- to 30 March 2023

1 Progress on Portfolio Matters.

Housing register

1321 live applications

2 Emergency

192 High

461 Medium

666 Low

176 new or change in circumstances received

Housing Options

96 applicants given housing advice, of these 47 progressed into homeless declarations and/or are ongoing investigations

Lets advised – 8

Only 6 properties advertised in March so far

Defib Grant Applications

Group	Project Area	Project Description	Amount Recommended £
Sedgeford Parish Council	Sedgeford, Hunstanton	To install a Mindray C1A defibrillator and external heated cabinet at Sedgeford Community Centre	£1,000
Gaywood Community Centre	Gaywood, Fairstead, Gayton Road	To install a Mindray C1A defibrillator with external heated cabinet and keypad lock at Gaywood Community Centre	£1,000
Downham Market Town Council	Downham Market	To install a Beneheart Mindray C1A Defibrillator & External heated Cabinet with keypad lock at the Jubilee Community Centre in Downham Market.	£1,000
Welney P.C.	Welney	To install a Beneheart Mindray C1A Defibrillator & External heated cabinet with keypad lock at The William Marshall Centre in Welney.	£1,000

2 Meetings Attended and Meetings Scheduled

9th March – Full Council
 14th March- Freebridge Meeting update
 17th March- Shareholder Committee Meeting
 20th March- Cabinet Sifting
 22nd March- AWN Meeting
 22nd March – West Norfolk Housing
 22nd March -Cabinet Briefing
 29th March- Kings Lynn Festival Meeting
 29th March -Cabinet Briefing
 30th March – Full Council

