

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



COUNCIL MEETING

Agenda

Thursday, 19th October, 2023
at 5.00 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
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11 October 2023

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 **5.00 pm** on **Thursday, 19th October, 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. PRAYERS

2. APOLOGIES FOR ABSENCE

3. MINUTES

To confirm as a correct record the Minutes of the Meetings of the Council held on 24 August and 28 September 2023 (previously circulated).

4. DECLARATIONS OF INTEREST (Page 8)

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. PETITIONS AND PUBLIC QUESTIONS

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

8. 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 2023 (Pages 9 - 11)

CAB42: Update to various Housing Standards policies to reflect procedural changes, best practice, case law and statutory guidance

CAB43: Members Allowances 2023/24

9. REPLACEMENT OUTSIDE BODY REPRESENTATIVES: QUEEN ELIZABETH HOSPITAL GOVERNORS COUNCIL & NORFOLK COUNTYWIDE COMMUNITY SAFETY SCRUTINY SUB PANEL (Pages 12 - 14)

10. NOTICES OF MOTION

i) To consider the following Notice of Motion (14/23), submitted by Councillor Rust

“This council notes the dire situation with NHS dentistry in King’s Lynn and West Norfolk. While the provision of dental services sits with the ICB and isn’t one that our Borough Council can control, we can seek to influence and shape the delivery of improved services and improved access to NHS dentists for our local community.

We know that a lack of access to NHS dentists impacts on other services such as more calls to NHS 111 and increased visits to Emergency Departments and general practice.

Norfolk and Waveney have the highest prevalence of dental decay in five-year olds in the region with King’s Lynn and West Norfolk having the second highest prevalence of dental decay in 5-year olds in Norfolk and Waveney.

King’s Lynn and West Norfolk also had the highest prevalence of 5-year olds with the dental decay affecting incisor teeth in 2022 in the Norfolk and Waveney ICS at 9.6% - higher than the national and regional prevalence.

The number of dentists in our area has declined at a greater rate when compared to the whole of the East and England. Yet our area has greater levels of need, more areas of deprivation and a higher number of older residents.

Our Council commits to taking action that will positively improve the local situation regarding NHS dentistry provision and actions will include:

Supporting the provision of Oral Surgery in King's Lynn, which is currently being provided in Wisbech, by locating a suitable council owned property for use.

Explore and support any funding initiatives in the Borough to provide premises for NHS dental services to operate from.

Write to the Department for Health and Social Care to establish a dental training school in Norfolk, mirroring the success of the School of Nursing based at The College of West Anglia.

Lobby for reform to the National dental contract to help reduce the number of NHS dentists giving up their contracts to deliver private contracts only.

Work with Norfolk County Council to establish preventative services such as school dentists.

ii) To consider the following Notice of Motion (15/23), submitted by Councillor Dark

This council recognises the very real threat posed by coastal erosion and sea intrusion to human life and our historic coastal communities, vital tourist industry, important farming industry and wildlife.

We applaud the recent decision taken at the County Council that as a county Norfolk will now press the Environment Agency, government and local MPs strongly to find and invest sufficient funding to cater for the current level of threat posed and to enhance provision for future years so that coastal defences are up to the task.

In support of this we now instruct this administration to write to the Environment Agency and relevant Ministers as a matter of urgency, with follow up engagement, to the effect that West Norfolk unequivocally stands alongside Norfolk County Council on this matter on behalf of its residents and that 'managed retreat' from existing coastal protections, allowing any loss of land to the sea or elements is not an acceptable short, medium or longer-term strategy or tactic.

iii) To consider the following Notice of Motion (16/23), submitted by Councillor Joyce

"This Council believes violence against women and girls is a problem for men and boys to fix, not a problem for women and girls to tolerate.

Therefore, this Council seeks to align itself with the values of the white ribbon campaign by becoming an

accredited white ribbon organisation and commits to never use, excuse or remain silent about men's violence against women."

iv) To consider the following Notice of Motion (17/23), submitted by Councillor Dark

'This council recognises the significant work undertaken by the volunteers of the Towns Board, officers and partners to date to secure multi-million pounds of external investment into Kings Lyn and to bring the associated transformational projects towards completion.

It instructs the new administration to get fully and unequivocally behind the Towns Board in its work at this crucial stage and in particular to do all it can to support the Internationally significant Guildhall project, by not withdrawing the £3m underwriting guarantee that full council had previously given to this project and allowing officers to continue actively supporting the Charitable Incorporated Organisation and Towns Board to achieve the funding necessary to complete it.

In furtherance of this securing the Guildhall project objective, this council now instructs officers to promptly explore creating a 'go fund me' type fundraising platform with the Towns Board, previously intended, to generate public and business donations off of the back of the recent significant media interest in this project and our area's historic principal Town.

11. CABINET MEMBERS REPORTS (Pages 15 - 50)

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.)

Business – Councillor A Beales

Climate Change and Biodiversity – Councillor M de Whalley (to follow)

Environment and Coastal - Councillor S Squire

Finance – Councillor C Morley
Property & Corporate Services – Councillor B Anota
People and Communities – Councillor J Rust
Tourism Events and Marketing – Cllr S Ring
Deputy Leader Development and Regeneration – Councillor J Moriarty

Leader - Councillor T Parish

12. MEMBERS QUESTION TIME

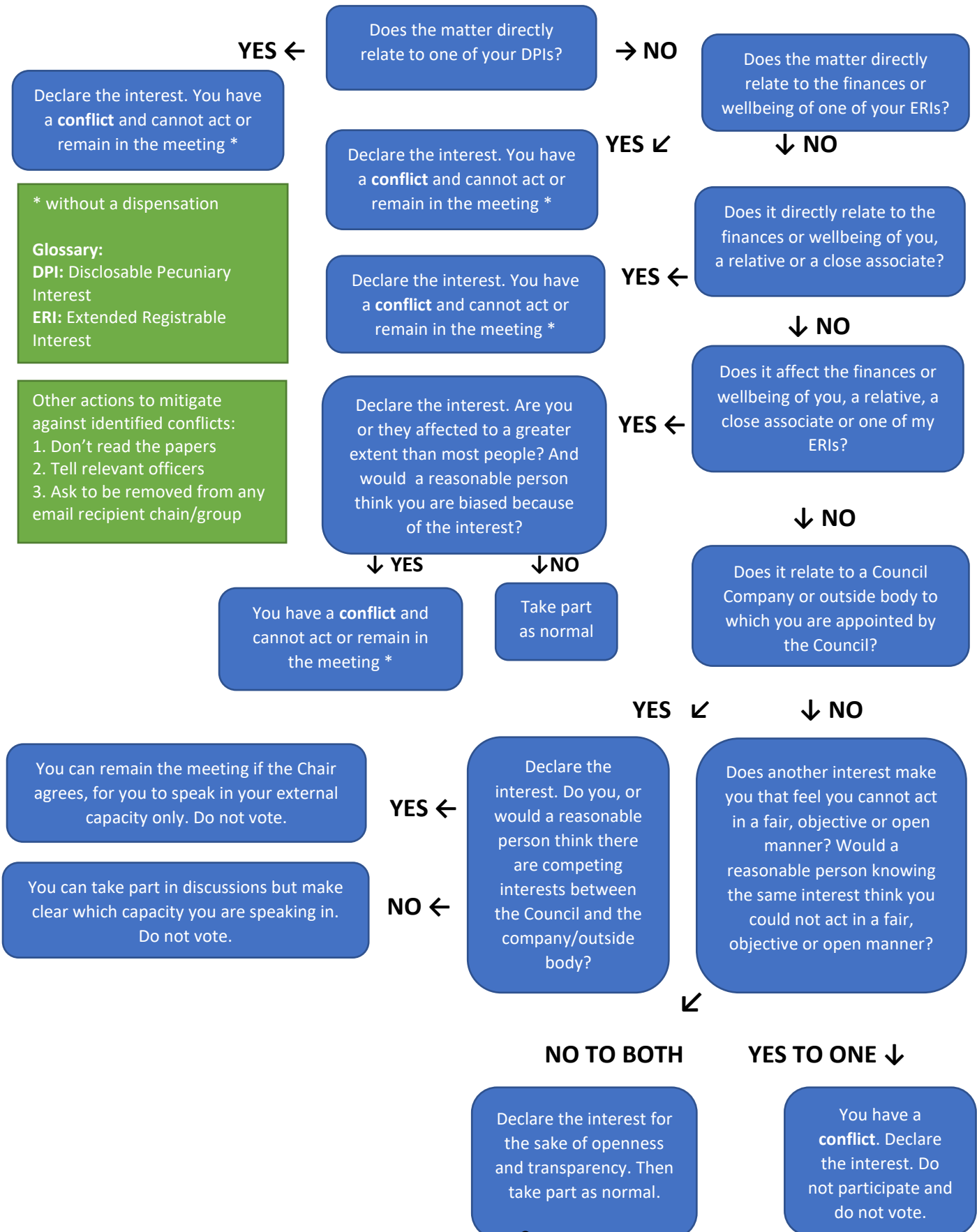
In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chair of any Council Body (except the Cabinet).

Lorraine Gore
Chief Executive

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Declare the interest. You have a **conflict** and cannot act or remain in the meeting *

* without a dispensation

Glossary:

DPI: Disclosable Pecuniary Interest

ERI: Extended Registrable Interest

Other actions to mitigate against identified conflicts:

1. Don't read the papers
2. Tell relevant officers
3. Ask to be removed from any email recipient chain/group

**CABINET RECOMMENDATIONS FROM 26 SEPTEMBER 2023
TO COUNCIL ON 19 OCTOBER 2023**

CAB42 **UPDATE TO VARIOUS HOUSING STANDARDS POLICIES TO
REFLECT PROCEDURAL CHANGES, BEST PRACTICE, CASE LAW
AND STATUTORY GUIDANCE**

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

The Housing Standards Manager presented a report which updated the various housing standards policies and guidance to reflect the legislative, best practice and procedural changes, to Housing Standards.

Councillor Parish drew attention to the comments made at the Environment Panel regarding water heaters in rented or HMO properties being provided that gas should not be assumed to be the preferred method of providing heating and therefore, rather than use the word gas, the wording should be amended to encourage environmental friendly heating options. The Housing Standards Manager confirmed that this could be amended to a more generalised wording.

Councillor de Whalley welcomed the inclusion of agricultural dwellings and asked if the heating installed should be economical to run as well as economical to install. The Housing Standards Manager explained that there was a requirement to ensure there was ample heating and following a tribunal case it had to be efficient and economical.

Councillor Squire asked how much enforcement was carried out to which it was reported that there was a timescale under which any improvement to properties were required which if not adhered to could result in financial penalties or legal action.

Under standing order 34 Councillor Kemp asked if any enforcement of standards had been undertaken with social housing as she reported she had a number of issues in her ward. The Housing Standards Manager reported that if any matter was raised the team liaised with the landlord and the problem was usually resolved.

RECOMMENDED: That the changes as detailed within the relevant appendices and in accordance with the recommendation from the Environment and Community Panel, the wording within the policy relating to provision of hot water in bedsits, shared accommodation and HMO's as raised by Councillor Kunes be amended accordingly, be adopted:

Appendix A

A1) To update the HMO amenity standards previously updated 10 years ago at Council on the 27th September 2012. This update is required in order to provide clarity with regards relevant requirements and to ensure that differing types of HMOs are fully referenced.

A2) To adopt and publish standards with regards single family dwellings in order to provide landlords with a convenient and understandable guidance as to what is expected in private rented properties.

Appendix B

To update the adopted statement of principles with regard civil penalties in accordance with the Housing Standards - Financial penalties under the Housing Act 2004 and Housing and Planning Act 2016 previously adopted policy (Council - 22nd February 2018) and to adopt the use of Rent Repayment Orders and Banning Orders.

Appendix C

C1) To update the Unauthorised Encampments Protocol to ensure that the protocol reflects the latest legislation applying to unauthorised encampments and to provide the relevant agencies and the wider public with clear guidance as to how the Borough Council and other agencies will respond to, and manage, unauthorised encampments within the local authority area.

Appendix D

D1) Adoption of amendments to the standard single family caravan site licence conditions for relevant protected sites.

D1) Adoption of amendments to the standard multi-site caravan site licence conditions for relevant protected sites.

Reason for Decision

To bring various policies and procedures up to date in line with operational requirements, best practice and relevant legislation and guidance. This will allow Housing Standards to operate and enforce in respect of various activities more efficiently and transparently.

The amendment is to take into account the recommendation from the Environment Panel.

CAB43 MEMBERS ALLOWANCES 2023/24

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

Cabinet considered a report on Members' Allowances for 2023/24.

The Chair drew attention to the comments made by the Corporate Performance Panel on the report where they had recommended option 4 set out in the report.

Cabinet's attention was drawn to the following options suggested and it was invited to make a recommendation to Council for consideration.

Option	Proposal	Additional Required	Budget
Option 1	10.38% increase	£27,566	

Option 2	7.04% increase	£10,491
Option 3	5% increase	£62
Option 4	10.38% increase to basic allowances and 5% increase on special responsibility allowances	£20,213/£20,762 (depending on whether ICT allowance is increased by 5% or 10.38%)

In discussing the report cabinet agreed to recommend Option 4 including the ICT allowance increase.

RECOMMENDED: That option 4, including the increase for members ICT allowance (at basic allowance rate) be adopted as the increase for Members allowances with effect from 1st April 2023.

Reason for Decision

The Council's Members Allowance Scheme provides for allowances to be updated annually in line with the Officer's cost of living pay award. The recommendation takes into account the comments of the Corporate Performance Panel.

REPORT TO COUNCIL

Lead Member: Leader – Councillor Terry Parish E-mail: cllr.terry.parish@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial:01553 616327		Other Officers consulted:		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equalities Impact Assessment NO	Risk Management Implications NO

Date of Meeting: 19th October 2023

APPOINTMENTS TO OUTSIDE BODIES – QUEEN ELIZABETH HOSPITAL GOVERNORS COUNCIL AND NORFOLK COUNTYSIDE COMMUNITY SAFETY PARTNERSHIP SCRUTINY SUB PANEL.

Purpose of Report

Councillor Rust has resigned as the Councils representative on Queen Elizabeth Hospital Governors Council and this report asks Council to appoint a replacement Member to the position.

We have also been notified that the representative on the Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel must be an elected Councillor. Council had previously appointed non-councillor Christine Hudson to the role, so a replacement Member needs to be appointed. No substitute Member had previously been appointed and Council are invited to also appoint a substitute Member to the Outside Body.

Recommendation

1. That Council appoint a Member to serve on the Queen Elizabeth Hospital Governors Council.
2. That Council appoint a Member and Substitute Member to serve on the Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel.

Reason for decision

To ensure continued involvement in the community by the Council.

1.0 BACKGROUND

1.1 The Council at its meeting on 13th July 2023 confirmed a number of appointments to outside bodies and partnerships.

2.0 INSURANCE COVER FOR BOROUGH COUNCILLORS

- 2.1 The Council's insurance will indemnify any employee or member arising from their service on the board or participation in the capacity of governor, officer, trustee, director, committee member or other official of any not-for profit entity other than the insured.

Provided always that:

- a) The service or participation by the employee or member is specifically requested by or under the specific direction of the insured.
 - b) The insured is legally entitled to approve the service or participation and to indemnify the employee of member in respect of it.
 - c) Any payment will only be made by the insurer for an amount in excess of any indemnification or insurance coverage provided by the not-for-profit entity or afforded from any other source and to which the employee or member is entitled.
- 2.2 When a member is appointed to serve on an outside body, they should also ensure that as well as completing the Register of Financial and Other Interest form, they should complete the annual "Related Party Transactions form", with the details of those bodies on which they serve.

3.0 FEEDBACK FROM MEMBERS ON OUTSIDE BODIES

- 3.1 Arrangements for reporting back by Members serving on Outside Bodies are approved every year at Council as follows:
- 3.2 The Panels should be able to request reports from Councillors serving on outside bodies which fall within their remit. By programming the reports over the Panel's annual timetable of meetings, it would be possible for members both to assess the usefulness of making appointments to bodies and be informed of any relevant matters.
- 3.3 Cabinet Members serving on outside bodies will report via their Cabinet Members' reports to Council.
- 3.4 It is not intended that reports would be required from Councillors serving on bodies local to their wards. All would be encouraged, however to use the Members' Bulletin to report on the work of any such organisation.

4.0 APPOINTMENT OF REPRESENTATIVES

- 4.1 Following the resignation from Councillor Rust on the Queen Elizabeth Hospital Governors Council, Council are invited to appoint a replacement representative.
- 4.2 Following the requirement for a representative on the Norfolk Countywide Community Safety Partnership Scrutiny Sub Panel to be an elected Member, Council are invited to appoint a replacement representative and substitute representative to this role. Please note that no substitute Member had been previously appointed by the Council.

5.0 FINANCIAL IMPLICATIONS

Mileage and subsistence allowances for Councillors attending meetings.

6.0 ACCESS TO INFORMATION

Current lists of member representation

ACSeS report on liabilities of Outside Bodies

CABINET MEMBERS REPORT TO COUNCIL

19th October 2023

COUNCILLOR BEALES - CABINET MEMBER FOR BUSINESS

For the period 25th August to 19th October 2023

1 Progress on Portfolio Matters.

I report in some detail on ICT in this report, but in addition to the report below, I am working on updating members personal ICT equipment which is outmoded in many cases. Members will be contacted about their new equipment shortly. I have also arranged for the ICT Development Group to meet and resume its work, not having met for some 10 months.

ICT – recruitment.

ICT have over the past 2 years struggled to appoint to some of their technical roles including Web Developers and a Technical Architect. These highly technical roles assist in maintaining and developing the Councils website and ensuring high profile systems are in place and remain running as the business expects.

Recent recruitment for technical roles in ICT has proved that it is difficult to attract candidates with the required skills in West Norfolk with a salary to match areas further afield. Those with the required skills who live in the area can easily commute to Cambridge or London for a similar job with a much higher salary. Others without any ties to the area can simply relocate or work remotely for the right job offer.

We have been out to market four times and only just appointed to the last position (now vacant since 31/04/2021) however this was an internal appointment.

ICT - SharePoint Update.

The COVID-19 pandemic has undoubtedly changed the way we work as an organisation. The increase in teams and departments being dispersed through hybrid working has made the need for a high-quality intranet more important than ever. Our current intranet was designed in 2010 and there has been little development since that time. Therefore, we are looking to develop a new intranet.

The Council has used Microsoft SharePoint since 2010 to host the Council's intranet (InSite). It is used as a platform to manage and store documents that need to be accessed across the Council. It also used by

some project teams to collaborate across service areas. By building a new intranet using SharePoint Online, we would expect to realise the following benefits:

- Better experience for users on mobile devices
- Improved staff directory features
- Benefits in terms of business continuity
- Improved integration with Office365, Teams and OneDrive
- Improved staff and user engagement and internal communication
- Increase collaboration between teams/departments across the Council.
- Opportunity to relaunch the intranet as a Council portal.
- Easier to customise and brand.

Work is planned to start on this project in January 2024.

Major Housing Project

Florence Fields

The first phase of piling starts on the 9th of October, this will take around 8 weeks. Piling is required on the site due to poor ground conditions in the area, this helps to ensure that any future issues, for example subsidence, is avoided. The corporate project team and Lovell met with King's Lynn Academy on the 29th of September to discuss how we can help them mitigate any impact on them, this will include undertaking the works closest to the school in the half term period where possible, and avoiding key exam periods. We have started working with all the schools in the area on an educational engagement programme that will help educate local children on the construction process, carers, the environmental impact of building, and safety. We are currently waiting on feedback from the schools. A newsletter went out in the last month to around 950 homes in the Gaywood area advising them of the piling works, providing them with other updates and useful information.

Southend Road

First roof trusses were lifted into place this week (2nd), moving the scheme into its next important construction phase. Internal fitouts have begun in some of the ground floor units. All roof trusses should be in place by the middle of November subject to the weather. Marketing will commence soon, following the final compilation of information, with an estimated completion in May 2024. Our Clerk of Works visits will intensify to ensure that all the works associated with fire compartmentalisation, key

on a development of this nature (flats), are undertaken to the highest of standards.

Salters Road

First properties at 2nd fix, therefore the first homes will be completing construction in the coming months. Resurfacing of Salters Road has started which will create a better access both for existing residents and to the newly built homes. We expect the first residents to have moved in by February 2024, with completion through to October 2024. Freebridge and Borough Council are working closely together to deliver the scheme and have started discussing Creating Communities events for the local area. Creating Communities events are a sub project of the major housing programme that aims to help integrate new residents into the local community and create a strong sense of place and ownership.

Social Value

BCKLWN and Lovell undertook a joint 64 mile cycle ride from King's Court to Lovell Norwich office, raising £3,365 for 4 charities (2 selected by each organisation – BCKLWN chose the Mayors Charities).

[Peddling for pounds in 64-mile charity ride - Your Local Paper](#)



Riders from West Norfolk Council and developer Lovell ready to set off. Picture: Ian Burt

2 Forthcoming Activities and Developments.

Cabinet report on funding of council housing companies.

Cabinet report on Lynnsport 1 development.

CABINET MEMBERS REPORT TO COUNCIL

19 OCTOBER 2023

COUNCILLOR SANDRA SQUIRE - CABINET MEMBER FOR ENVIRONMENT & COASTAL

For the period 24 August to 06 October 2023

1 Progress on Portfolio Matters.

I recently chaired a meeting of the Wash East Coast Management Strategy Stakeholder Group. At this meeting there was an update on the current and future work on the shoreline management plan.

The shoreline management plan & WECMS (Wash East Coast Management Strategy) remains with the policy of hold the line until 2025.

Regular monitoring by the Environment Agency shows movement of the shingle ridge. This means that a technical report is being carried out by Jacobs, which will report back in spring 2024. This report will help progress to a solution but until the report is complete we cannot say what the next steps would be. The technical report will also evaluate the beach recharge. Beach levels are currently stable and the annual beach recycling work will continue. Funding is in place to continue this going forward.

The Environment Agency are engaging with owners of properties situated behind the shingle ridge as some have excavated the top and side of the ridge. This reduces the integrity and weakens the ridge and level of flood protection it provides. EA officers are in the area and will continue to monitor and engage with homeowners.

The borough council has supported the Environment Agency as the lead organisation on this, who have the power to enforce, by distributing a Living with the Shingle Ridge newsletter to residents in the area along with the annual local sea defences newsletter which was delivered in August. An additional newsletter is planned to be sent to all residents with properties in that area in the next few weeks. Both the council and the EA have taken a very proactive approach to contacting residents and businesses locally and will continue to do so.

If councillors would like a detailed briefing, this can be arranged if requested.

Last month I attended the LGA Coastal SIG Field Trip and AGM in Skegness, which was well attended by councillors and officers from other coastal councils including our North Norfolk neighbours. We spent 3 days touring round various sites including the Boston Flood Barrier, the Hobhole Pumping Station and the North Sea Observatory. At the AGM I was honoured to be nominated and voted in as the Member Champion for Coastal Water Quality for the LGA Coastal SIG. This means working closely with the LGA SIG officers and other councils to help improve our coastal water quality. It was extremely useful to be able to discuss coastal matters with other councils so that we can share ideas and support each other.

The Coastal SIG's water quality group have responded to the Government consultation on unlimited fines for polluters stating that we agree with unlimited fines for the worst polluters and that incentive will only exist where the fines are significantly more than the cost of complying with the law. They are also recommending that Local Authorities receive some of the income from the fines to support those who are directly impacted as a result of pollution events. We are also joining the call for there to be a dedicated Minister for the Coast, which I feel would be particularly important for West Norfolk.

There have been some issues in certain areas with bins not being collected during road closures and residents not being informed. We are working on ways to keep residents informed in advance of any issues being caused by road closures in future. I will update council when I have more information.

2 Forthcoming Activities and Developments.

Meetings scheduled for later this month include the Marine & Coastal Partnerships Forum and the Heacham Bathing Water Quality meeting.

I am also looking at potentially forming a group to look at how we can encourage more natural flood management, particularly around our precious chalk streams and to see what potential there is to work with outside partners for some river restoration. This is very early days and I will update council when I know more.

We are also working on a campaign to increase food waste collection levels across the borough, that will include working with schools. While this is being designed and planned out, I would encourage everyone to use their food waste bins. The carbon footprint is much lower to send food waste to be processed by anaerobic digester rather than by incineration with your residual waste. Remember you can use any bag for your food waste.

3 Meetings Attended and Meetings Scheduled

Various Portfolio briefings

Cabinet Briefings

RSPB Beach Clean Snettisham to Heacham

LGA Coastal SIG Water Quality Meeting

LGA Coastal SIG Field Trip & AGM (3 days)

Joint Labour/IP meeting

Wash East Coast Management Strategy Stakeholders Group

Corporate Strategy Meetings

Cabinet

Additional Council Meeting

Joint Waste Contract Review & Development Board Meeting

CABINET MEMBERS REPORT TO COUNCIL
19 OCTOBER 2023

COUNCILLOR CHRIS MORLEY - CABINET MEMBER FOR FINANCE

For the period 24 August to 6 October 2023

1 Progress on Portfolio Matters.

STATEMENT OF ACCOUNTS

2019/20. We are still responding to requests from EY for clarifications and early sign off by the Auditor is still not guaranteed.

Furthermore, the consultation on the revised audit procedures and completion dates does not close until 10th October and at the time of writing I obviously have no idea of the likely outcome. A national fiasco. We have no cost estimates from EY, despite many requests, and therefore payment for 4 audits may be due this financial year.

The last price we have is £100k for 2018/9, and we need the backlog addressing in a progressive manner soon, if only to provide an accurate accrual.

The indicative fee from the PSAA for 2023/24 is £150k!

BUDGET MONITORING AND FORWARD FINANCIAL PLAN

This is the pivotal time of the year when we get a clearer view of the running rate of our revenue expenditure and I hope to have some indicative figures by the time the full Council meets.

This will provide a more informed full year forecast and provide a better base for the next financial plan which is underway with its estimates of consumption, cost management, fees and charges for the next year and beyond.

We are still progressing cost management opportunities and reserves that may be used for balancing the budget, without an undue call on the General Reserve Fund, with the Senior Management Team.

As regards capital, the forecast for this year has already been reduced from £66.7m to £36m and as at end September the current spend figure is £12.8m, around 35% of the latest annual estimate.

If extrapolated at this rate we derive a forecast of £25m for the year which was our running rate for the 3 years before the pandemic.

However, with our Major Housing Programme, Towns Fund, Enterprise Zone and operational needs, we have forecast a forward running rate of £52m pa over the next 3 years. I have opined that we have a capacity issue and that this forecast is more than a stretch.

BUSINESS RATES

The Leader has reported about the discussions surrounding the Business Rate Pool where, despite obvious local advantage, the Districts refused to change the current arrangements. I therefore thought new Members would

welcome a rounded overview brief on Business Rate Collection and allocation.

We all know how business is the backbone of our society in so many ways and through the Rates system, contributes the lion's share of this Council's revenues. Here are our figures, rounded but an accurate representation.

£45m collected by this Borough.

£12m retained by agreement from central Government after adjustments and pool levy (see below).

£23m retained by central Government.

£4m to County.

£4m to Police

£2m levy to pool.

You will note from the Table in the Leader's report that we are a major contributor to the Pool but if we did not agree to join in, Government would take the money for themselves. At least we receive some return from the Pool system and Norfolk generally benefits.

GRANTS AND FINANCIAL ASSISTANCE SCHEMES

The **Defibrillator Grants scheme** ends the end of this month and a concluding report will be available. A national scheme is now in place.

Rural Communities Fund - You may have read that 13 projects have been awarded grants totalling £57k, good news, £18k is left in the kitty but transferred to next fiscal year. However, next year has an extremely large pot (now totalling 243k) with Grants up to £50k, and we will need to support our agent, The Norfolk Community Foundation, (NCF) in ensuring the necessary promotion of this small, but very useful to many, part of the Levelling Up proceeds.

The Small Grants Scheme – We have refreshed our Agreement with the NCF and this scheme (up to £2,500 revenue, £10,000 capital per application) is on offer until the end of November.

We have a raft of agreements (at least 15) with various organisations and which commit us to a considerable financial outlay. These range from support for the Ferry Service to West Acre Theatre. Many have just been rolled over or contain obligations that have not been fulfilled. These are under examination.

WEST NORFOLK WINS COMMUNITY LOTTERY

At the recent extraordinary full Council meeting I espoused at length about the extra promotion we are giving to this scheme.

This continues and at the end of the month we shall see if there are any charities or special community causes eligible for entering in to a £1k bonus draw. If there is the draw will be held at Fawkes in the Walks.

Enticing? More anon.

2 Forthcoming Activities and Developments.

½ year budget outturn figures.

Discussions on Corporate and Financial Plan.

Analysis of our various funding agreements with local organisations.

Teams Meeting – 15 District Lobby Group against IDB Levy.

Results of CTSS consultation.

Hopefully, news about the audit scope for backlog.

Community Lottery outcome from promotion.

3 Meetings Attended and Meetings Scheduled

Independent Partnership Meetings

Various Cabinet Meetings.

Regular Finance Portfolio Meetings.

31/8 Meeting Council Companies Financial Arrangements.

WINS Meetings.

7/9 Corporate Strategy Meeting.

7/9 IP & Labour Joint Meeting.

11/9 MMPB.

11/9 CPP.

18/9 Audit Committee.

TEAMS Town Deal Projects

20/9 Business Rates Pooling.

Meeting Solar Farms Planning Issues.

26/9 Joined Licensing Portfolio Meeting.

28/9 Additional Full Council Meeting.

CABINET MEMBERS REPORT TO COUNCIL

19 OCTOBER 2023

COUNCILLOR BAL ANOTA CABINET MEMBER FOR PROPERTY AND CORPORATE SERVICES

For the period 24 August to 19th October 2023

1 Progress on Portfolio Matters.

Management and maintenance of council owned property assets: including industrial estates, Kings Court, Town Hall and the Depot, Public conveniences, Crematorium and Cemeteries.

Since the last Full Council in August, I have the following to report:

- **Kings Court**

We are still waiting to hear about the accommodation requirements of one of the sub-tenants that occupies part of King's Court. It is likely that this tenant will seek to reduce their area of occupation within King's Court and the team is looking at options for the use of this space. One option is to bring a service area back into King's Court that currently occupies some commercial premises on one of the industrial estates. If we take this option, we will then be able to market the freed-up commercial (office) premises and generate an additional rental revenue income stream.

- **Commercial Rent Arrears**

The Property team, together with the Finance team, continue to manage the payment plans set up with the commercial tenants that have accrued rent arrears over the past few years. Most tenants are complying with the payment plans, making their payments, and reducing their arrears. We still have one tenant that the team is working with, and we are getting to a point where some difficult decisions may need to be made. The Property team has made every effort to seek a resolution to the outstanding issues with this particular tenant however there comes a point when matters need to be concluded once and for all.

- **Crematorium**

The Mintlyn Crematorium held its first Macmillan coffee morning, Residents were invited to pop in, make a voluntary donation and enjoy a tea or coffee with some cake in the beautiful surroundings of the crematorium. This was also a fantastic opportunity for visitors to explore the picturesque grounds, Macmillian do so much to support people that are suffering with cancer, and I would like to thank the team at the Mintlyn for organising this event.

Management of other council assets including (but not limited to) car parking

and CCTV Matters,

A Member Briefing Session on the Nar Ouse Regeneration Area and the Enterprise Zone was provided by the Assistant Director Property & Projects and the Regeneration Programmes Manager on the 4th October. I hope that those councillors who attended the briefing found the session informative and useful. For those who could not attend, the briefing session was recorded and is available for members to view on ModGov. This is one of the council's largest schemes and crosses several portfolios within Cabinet. The scheme is implementing significant infrastructure to open up commercial development land, building speculative commercial units, and is seeking to draw in significant private sector investment that will ultimately contribute to the wider local economy of King's Lynn and west Norfolk. The Property & Projects and Regeneration teams have worked hard to deliver this extremely challenging site, and it is exciting to see significant movement on what is potentially one of the largest development sites in the east of England.

Car Parking

		April	May	June	July	August	September		
Burnham Market	2022	2631	2727	3632	4148	5502	3103	✓	21743
	2023	2631	2443	2571	3403	4992	2940	✓	18980
									-2763 87%
Heacham	2022	3669	3150	4596	6129	7139	3434	✓	28117
	2023	3404	3647	4239	3836	5736	4200	✓	25062
									-3055 89%
Hunstanton	2022	35535	31677	37938	50833	72416	26884	✓	255283
	2023	35147	34330	38475	37567	62436	36041	✓	243996
									-11287 96%
Kings Lynn	2022	107252	112278	110694	114095	116849	109663	✓	670831
	2023	114187	156736	111451	122645	119448	111029	✓	735496
									. 110%

Again. Whilst it is pleasing to see King's Lynn numbers continue to hold their own above last year, it is clear to see how the prolonged period of poor weather has impacted visitors to the coastal areas where number had dropped slightly.

Parks and Open Spaces

- **Open Space**

West Norfolk won big in this year's Anglia in Bloom, with many trophies and certificates, this truly shows the hard work, dedication and pride of the team who carry all of this out in all-weather elements to produce these beautiful gardens and public spaces, this year has been overly challenging as the prolonged weather conditions, but I would personally like to thank all the grounds maintenance team, all the local community groups and volunteers, you have done West Norfolk proud and have made this a great place to live and work.

Health and Safety – property and buildings

Councillors will be aware of the national issue in respect of RAAC [Reinforced Autoclaved Aerated Concrete] that has hit the national press lately, particularly with regard to school buildings. Although we do not deal with schools, I have asked the Property team to look into the council's premises to see if this could be a potential issue for us. The team has started the series of survey work, and I will report back to colleagues once this exercise has been completed.

Policy related to land and property acquisition and disposal and implementations of acquisition and disposal of land and property

At the time of writing this report the proposed sale of land to the NHS for a new health facility at the Nar Ouse Regeneration Area (Enterprise Zone) was on the verge of legal completion. I will update councillors, hopefully with positive news, on the night of the Council meeting.

2 Forthcoming Activities and Developments.

- Tour of Depot and Maintenance Team
- Tour of Retail Property Investments
- Integrated Care System Conference
- ISC District Council Meeting (Oct)
- Equality Training for Members

3 Meetings Attended and Meetings Scheduled

August

Wednesday 30th – Portfolio Meeting – Matthew Henry

Wednesday 30th – Cabinet Briefing – Council Chamber

Thursday 31st – Andrew Wallace (NCC) - Ward Drive Around

September

Thursday 7th – DMF Meeting – Kings Court

Friday 8th – Portfolio Meeting – Martin Chisholm

Saturday 9th – Beach Clean – Snettisham to Heacham – AM

Tuesday 12th – Portfolio Meeting – Matthew Henry, Tracy Brooker – Kings Court

Wednesday 13th – ICS District Council Meeting – Teams

Wednesday 13th – Cabinet Briefing – Council Chamber

Thursday 14th – Norfolk Parking Partnership Committee – NCC

Friday 15th – Portfolio Meeting – Martin Chisholm, Geoff Hall – Kings Court

Friday 15th – Portfolio Meeting – Matthew Henry

Friday 15th – Leziate Parish Council – Leziate VH

Tuesday 19th – School of Nursing Tour – CWA

Monday 25th – Portfolio Meeting – Martin Chisholm

Monday 25th – Cabinet Sifting – Council Chamber

Tuesday 26th – Cab MT SLT Away-Day – Council Chamber

Tuesday 26th – Cabinet Meeting – Council Chamber

Wednesday 27th – Portfolio Meeting – Matthew Henry, Oliver Judges, Tracy Brooker – Teams

Thursday 28th – Additional Full Council – Assembly Room

Friday 29th – Portfolio Meeting – Matthew Henry

Friday 29th – Portfolio Meeting – Oliver Judges

October

Monday 2nd – Planning Committee – Assembly Room

Monday 2nd – Portfolio Meeting – Matthew Henry

Tuesday 3rd – Portfolio Meeting – Martin Chisholm

Tuesday 3rd – Leaders meeting with PC Chairs – Assembly Room

CABINET MEMBERS REPORT TO COUNCIL

24 August 2023

COUNCILLOR – JO RUST CABINET MEMBER FOR – PEOPLE AND COMMUNITIES

For the period 24th August to October 5th 2023

1 Progress on Portfolio Matters. –

Housing register

1417 live applications

3 Emergency

225 High

462 Medium

727 Low

219 new or change in circumstances received

Housing Options

155 applicants given housing advice, of these 86 progressed into new homeless declarations and/or are ongoing investigations.

Lets advised - 33

I attended an event with Freebridge called Out and About. They hold these approximately 8 times a year. It's an event where many staff go to one of their housing areas and knock on the doors of residents to ensure that they're happy with everything and to find out if there are outstanding pieces of work that need to be undertaken and if there are any other issues they want to raise. With a lot of focus recently being on negative issues with Freebridge and the number of void properties there are, it was really uplifting to see this very positive piece of work and how well it was received.

The state of our local dental services has quite rightly been the focus of attention recently and in order that we can get a better perspective on the issue I organised an online meeting with a campaigner from Suffolk where he gave us the benefit of his experience and an in-depth view of the nationwide situation. I think I'm correct in saying that all those who attended found it very useful.

There have been concerns raised over the situation with the Winter Night Shelter and I have been working closely with the housing team to try to bring the matter to a more positive resolution. We absolutely recognise the ongoing need for this facility, however the operating model isn't functioning in the manner that enables it to obtain the necessary amount of funding that it needs. Having been a volunteer at the night shelter since it opened back in 2017/18, I do have first hand experience in the matter and I'm confident that the housing team have taken all steps that they can to provide support to ensure the facility was able to alter its model, but this support wasn't taken up. However, we will continue to do what we can and the council and officers will work to provide solutions, suggestions and support.

I attended my first Norfolk Integrated Care Partnership and Health and Wellbeing Board meeting in Norwich on Wednesday 26th. It was a jam-packed agenda, but useful and informative. The meeting started with the Health and Wellbeing Board presenting annual reports on the Norfolk Safeguarding Children Partnership and the Norfolk Safeguarding Adults Board. It was felt that the work being done with children was very good. It was acknowledged that there are areas for improvement for adults. This was followed by a presentation on the better Care Fund which is focussed on the NHS and local authorities working together supporting people centred care to prevent hospital admissions and trying to get people discharged from hospital to their normal place of residence. It has a range of services that benefit our population. Reablement was identified as being an important service, so I asked why Benjamin Court in Cromer had closed, if this was the case. The answer I received was the same justification given for closing Children' Centres – It's just a building and the services will be delivered in the community and the staff are all being given work to do.

We then heard of the "Aging well" priorities from the Integrated Care Partnership. There are 7 priorities. It was recognised that there are significant inequalities in the social and economic situation of our elderly population. We want to support people to age as well and as healthily as possible. The gap in life expectancy between the rich and the poor is growing bigger. 1 in 4 people in Norfolk are over 65 and by 2040 the number of people over 70 will increase by 55%. As I'm in that bracket I was glad to hear of the work that is being done to help me age healthily, but I questioned why it was so hard for our residents to get a blue badge to help them remain independent. There appears to be a lot of good work that will take place, but I am keen to hear from you if any of your elderly residents feel they are not getting the support that they need to live independently and healthily. It was clear from this presentation that there is a move to offer more services in the community and only offer those service which must be delivered in a hospital, in hospital. This also is echoed in the West Place Quarterly Newsletter and is the reason why we will likely be faced with having a new hospital that is built to offer the same number of beds as it currently has. I have asked the CEO of the QEH for a meeting to discuss this.

We heard from Assistant Chief Constable Nick Davison about the "Right Care, Right Person" implementation. This has been co-produced with the Mental

Health team and is about avoiding inappropriate and avoidable intervention by the police with people who are in a mental health crisis. They have adopted the Humberside approach and the project has been split into 4 areas. 1. Concern for welfare. 2. Walk out of care facilities – AWOL from MH establishments. 3. Transportation of patient and 4. Section 136 of the MH Act – voluntary MH patient. This was presented to senior LA officers in June 2023, and they went back and looked at their own responsibilities and how the roll out might affect them. It was reinforced that the police aren't walking away, but they are making sure that they deal with their duty of care and statutory responsibility. Concern for welfare calls will be dealt with when there is a real and immediate concern for life. This is about delivering a better service for those who are in crisis. Basically, it's similar to the police no longer using their emergency powers to close roads during events like Remembrance Sunday. It's not an emergency as it's a planned event. So, event organisers now have to pay for security firms to administer the road closure. In the instance of those experiencing mental health crisis, the police are not the appropriate agency to deal with that unless the person is in immediate concern for life.

We were given a presentation on the integrated winter plan for 23/24. The ICS hasn't had a summer where the pressures have abated, and this is evidently going to cause challenges in the winter when health pressures are more demanding.

Finally, we received a presentation on respiratory disease: Public Health Outcomes and Prevention Priorities for the System. Sadly, Gaywood was named as one of the worst areas for respiratory diseases. Some of this is down to issues like smoking, BMI, air pollution and occupational risks – environmental and societal, but there are many other causes too. Damp and mould in housing was one reason. Each year there are 50 extra early deaths than expected in the most deprived Core20 communities. I have written to Freebridge to ask them how many of their properties have been identified as having damp and mould and have asked to be a part of the solution.

At a shared prosperity funding meeting held on Wednesday 27th Cllr Beales and I raised questions about the planned MUCH accommodating some health facilities. It was explained that this had been queried some time ago and while it could accommodate some teaching and learning, it would not be suitable to actually deliver NHS services. I will continue to seek alternative premises where this could be achieved, working with the relevant cabinet members and officers.

I attended a meeting with the Project lead of the Hanseatic Union and the manager of Lily to discuss the important work that they are doing. I hope to find a way to make this a permanent service but will of course need to find a more secure way to fund it.

The number of empty properties that we have in the borough has been raised by residents and fellow councillors and I am working with the relevant officer to explore the benefits of restoring the role of an Empty Properties Officer to

manage this. While we do benefit from additional council tax payments from long term empty homes, I think we'd all agree that we would prefer the homes to be brought back into use to accommodate families.

I visited The Workshop on Friday 29th September and learned of the creative courses that they offer to those aged 2 and upwards. Making sure that dance, drama and the arts are accessible is vital to ensure our creative side can grow and flourish and we're not just made to be tools of business.

I attended a meeting arranged by the Independent Leader, Terry Parish, for the chairs of Parish Councils. It was to hear of the that Parish Councils have and to work more closely with them. The meeting was well attended and I was glad to be able to speak to them about some of the issues that they had.

At E7C on Tuesday 3rd we had presentations from our Energy Efficiency Officer, Jacob Medlock, who gave an informative presentation on the different ways that council is assisting our residents to take up one of the numerous energy efficiency schemes on offer and in doing so, cuts the cost of their heating bills and lowering their carbon emissions. The committee agreed the Care Leavers Covenant and to extend the funding for the Boost project, previously known as the Youth Retraining Pledge and only operated in the boundary of King's Lynn. It will now be expanded to cover the whole of our Borough area and will continue to provide the necessary support to get people who are at risk of being not in education, employment or training, or are socially isolated, engaged in skills and training.

2 Forthcoming Activities and Developments.

I will be chairing my first meeting of the Health and Wellbeing Partnership on Thursday 5th October.

I will be meeting with the Freebridge CEO on Friday 6th October where I will be asking how many of the homes have damp and mould and how we can work together to remedy this situation.

I am looking forward to attending a flute solo at Snettisham Church on Friday 13th October, hosted by Classical Music Rocks. I hope others will attend this event which makes classical music accessible for all.

I will be attending an Integrated Care System summit in Norwich on Tuesday 17th October.

3 Meetings Attended and Meetings Scheduled

18/08/23 Purfleet Pantry

19/08/23 Pride

21/08/23 Supported Strike Action at Juniper House for Unite members at Freebridge Housing

21/08/23 Briefing re Freebridge Housing

23/08/23 Meeting with CEO, Leader and officers of Freebridge Housing

24/08/23 Ukrainian National Day

24/08/23 Full Council
26/08/23 Greyfriars Art Space
29/08/23 E&C Town Hall
31/08/23 Portfolio Meeting
31/08/23 KLACC sifting
01/09/23 one to one with CEO of Freebridge
01/09/23 Magistrates Court Open Day
02/09/23 Groundworks Art Gallery exhibition
03/09/23 Burstn Strike School Rally
04/09/23 Planning
06/09/23 Planning Sifting
07/09/23 Portfolio meeting
07/09/23 CIC meeting and shadowing session
19/09/23 Dental Services campaign meeting
20/09/23 Place shaping day Out and About team Freebridge
21/09/23 Portfolio briefing
22/09/23 session 3 member's induction Other Major Projects briefing.
25/09/23 Shared prosperity funding briefing.
25/09/23 Cabinet Sifting
26/09/23 Cabinet
27/09/23 Norfolk Health and Wellbeing Board - NCC
27/09/23 Town Deal Project Meeting
27/09/23 Cabinet Briefing
28/09/23 Portfolio Meeting
28/09/23 Additional Cabinet Meeting
29/09/23 – Freebridge Picket Line support
29/09/23 Hanseatic group meeting
03/10/23 Democratic Services meeting
03/10/23 E&C
04/10/23 Enterprise Zone Briefing
05/10/23 Health and Well-being Partnership meeting
05/10/23 Housing Briefing

CABINET MEMBERS REPORT TO COUNCIL

19TH OCTOBER 2023

COUNCILLOR SIMON RING - CABINET MEMBER FOR TOURISM, EVENTS AND MARKETING

11th August to 5th October 2023

1 Progress on Portfolio Matters.

This has been an extremely busy time as well as an extremely exciting time. We have seen in this period a whole raft of fantastic events, as well as some really positive activity impacting our most challenging wards with the most vulnerable children. To cap this period off, the news about the Guildhall has shone a very large international light on the borough.

Marketing and Tourism

Once again, this period has seen our small Tourist and Marketing team stretched to deliver a huge amount of material, both digital and paper. The work that they have been doing for countless groups and events is vast and does not seem to have any breaks. A constant reminder of what we have to offer in this Borough to both our residents and the visitor economy.

Events

We have seen the conclusion of an incredible summer of events with Mods and Rockers, Women's world cup, Ukranian Independence Day, Mini Meet, Classic Car Day and many other live music on the Tuesday Market Place. In addition Hunstanton events have include Pebble painting, Punch and Judy, Adventure Gardeners, Open Air Theatre, Movie Madness on the green, Sunset Health Walk, Hunstanton Rocks, with the Battle of the Bands, and the Rock Choir.

Nothing happens in West Norfolk!!!!

I'd like to make a special mention for the Civic Society who, in my opinion, demonstrate the very best of West Norfolk. The Society and the hordes of volunteers, as well as some very dedicated Council officers, delivered, once again, an absolutely incredible Heritage Day. I stood patiently in line to enter a number of our sites and will never cease to be impressed by the passion of the volunteers and the welcoming way that they invite locals and visitors alike to enjoy our rich heritage.

Culture and Heritage

This report marks the first full year of the Borough taking a more direct approach to the day-to-day management at the Guildhall site. Over the last month we have seen an increase in numbers attending the activities at the Guildhall.

The summer school activities delivered in partnership with Norfolk Museums Service during July and August had over double the numbers of 2022.

The visitor numbers at the Guildhall for the summer season also showed a significant increase although with a slightly different distribution.

Heritage Open Day was a huge success at the Guildhall with almost 2000 people coming to visit the site in one day (exact figure was 1903). This again is over double the figure for previous years.

The Borough's new Learning and Engagement Officer Jane Hamilton is now in post to assist the Cultural Officer in bringing forward educational, learning and inspiration at the site and wider Borough. She has made a very good start and I encourage all Councillors to speak to her and support her efforts to get into all of the Borough's schools.

The visual art exhibition in the Fermoy and Shakespeare Barn continues to attract large numbers and is proving very popular. It showcases the best Norfolk (and one Suffolk) artist. Very established names hang alongside very new ones (one new young artist has just won the Sky Arts Portrait of the Year award). It runs Thursday, Friday and Saturday each week until the 28th October. The exhibition opening was attended by hundreds of people including some of the featured artists, Councillors and the MP. There has been a visit to the exhibition by students from the CWA and further educational visits are planned to run alongside the exhibition opening to everyone. It is a free exhibition to anyone who wishes to see it.

The archaeological work that has been taking place over the last two months at the Guildhall is nearing the end of this phase with the HBA (Historic Buildings Analysis report) due to come out shortly. As part of the public engagement programme of the Guildhall project there will be a free public talk about the findings of this report on the evening of the 5th October at the Guildhall by the leading Archaeologist and the site Creative Director.

The design team are continuing through RIBA stage 2 (of the 7 stages of RIBA) although findings from the HBA may alter the timeframe that was initially anticipated. This is not necessarily a negative, in a project of this scale involving buildings of this age and importance Heritage findings must be given proportional consideration.

Away from the Guildhall we have seen, once again, a summer of fantastic cultural offerings in all of our wonderful venues and the opportunity to experience culture just keeps coming.

I visited Adam Taylor and his team at The Workshop in New Conduit Street, in the old RBS offices. They are a team dedicated to delivering performing arts to young people from the age of 0. Part of their brief is to reach out and support children in disadvantaged areas and children with particular behavioural and social problems. I appeal to all Councillors to pop in and see them and help them to gain access to your wards, especially those in the most challenging areas.

Leisure

Alive West Norfolk have, despite the inclement weather, had a great Summer.

Time To Talk Football

A new program was launched by AWN Kings Lynn Community Football in partnership with the 856 Foundation. Time to Talk Football supports men's mental health through a 6-a-side league where players score goals off the pitch for keeping a wellbeing log and completing wellbeing challenges and the score is added to their on-pitch score for a final result. All players have access to free wellbeing training funded by the 856 Foundation who are also on hand on the nights for any specific support needs. Teams have a captain as well as a Wellbeing Captain who received free mental health first aid training to support team mates. 70 men signed up from the start and we are now full for season 1 at 80 men.

Play Street

Launched in North Lynn and South Lynn which involved closing a road and playing games in the street. We have seen over 150 children attend these sessions

Active Community including Active Schools

AWN's Active Community Team are now delivering over 100 sessions a month around the borough away from AWN sites with nearly 1000 people taking part. Activities include things such as Play Street, Park Lives in Kings Lynn, Hunstanton and Downham, Community Fitness Classes in Sedgeford, Watlington and Fairstead, Multi-Sport Mash-ups at Wereham, North Lynn and South Lynn, Muga Mania at South Lynn, Social Soccer in Kings Lynn, Downham and Hunstanton, WOW – Womens Only Workouts at Fairstead and Watlington, Stay and Play at Fairstead and Buggy Walks from Kings Lynn Library.

Summer of Play and Holiday Activities

The DfE Holiday Activity Fund (HAF) supported 1023 bookings across the summer – Free holiday clubs with meals for those eligible for free school meals.

Due to the HAF funding reducing this summer, we extended our funding to cover the short fall. This has meant 794 places could be provided free with a free meal on our Holiday Clubs for those who qualified for concession. A further 1738 were able to attend a discounted holiday club with a free meal for those who did not qualify for concession supporting working families.

On the Summer of Play program 13,594 attendances were subsidised meaning activities only cost £1 or 50p with a concession.

We then had 2019 children attend full cost activities including things such as Inflatafun and Go Karty and Party.

In total 19,394 places taken by children across all clubs, activities and programs with the council providing £47k to support.

The Corn Exchange team have been as busy as usual.

Cinema:

A very busy Summer, largely thanks to the phenomenon that is 'Barbenheimer' (Barbie & Oppenheimer). September saw good attendances for horror and award films. Delays are still having an effect as a result of the Hollywood strike.

Silver screenings, Autism screenings and dementia screenings have all shown good attendances. Andrea Rieu 4 screenings is sold out.

Toddler Tuesday and birthday parties are continuing to be in high demand.

Theatre:

The Corn Exchange is now back on budget with ticket sales 67% in the summer months than the same time in 2019.

Buddy the Musical, The Mousetrap, An Evening With Harry Redknapp and Tim Rice (not together!) and, of course, the Christmas Panto are all selling well.

Town Hall and Stories of Lynn

Activities and drop-in sessions for both Stories and Guildhall had only 46 participants last year, this year was a tremendous 426.

Town Hall bookings were strong with Autumn and Christmas bookings coming in.

2 Forthcoming Activities and Developments.

I will be attending many more events over the coming month and have scheduled countless meetings in order to give me sufficient knowledge to enable me to lead on this portfolio.

You will no doubt all have heard the news that the floor boards at the Guildhall have been confirmed as being the original boards from the 15th century. This means that, not only was William Shakespeare likely to have walked these boards, but every Royal, Alderman, Mayor, dignitary and other famous individuals from this Borough through from 1400s to the 1800s. Quite some thought.

The attention this is bringing nationally and internationally is astonishing and I'm sure we all share the desire for us to make the most of this to promote our wonderful home.

Meetings Attended and Meetings Scheduled

I have had numerous meetings with officers and outside bodies

Officers

Oliver Judges
Geoff Hall
Duncan Hall
Martin Chisholm
David Morton
Philip Eke
Bethany O'Brien
Philip Bayfield
Jemma Curtis
Tim Fitzhigham
Honor Howell
David Ousby
Michelle Drewery
Abigail Rawlings

Outside bodies

Civic Society
Festival
Hunstanton Action Group
Marriots Warehouse Trust
Conservancy Board
Sandringham Estate

I have regular scheduled meetings with most of the above officers and will continue to meet and fact find with outside bodies including those already met with.

CABINET MEMBERS REPORT TO COUNCIL

19 October 2023

COUNCILLOR JIM MORIARTY - CABINET MEMBER FOR DEVELOPMENT AND REGENERATION
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For the period 24 th August to 6 th October 2023
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Firstly, my thanks to officers who have done the work in compiling this report.

At the last Full Council meeting, to which I sent my apologies, I was asked a question by Cllr Devulapalli. I am including the question and answer here and intend to read it out so that it is on public record as well as in any minutes.

Q: In view of the housing needs assessment in 2020, (which is due to be revised), is this council confident that current house building plans are in line with that assessment?

A: "The Housing Needs Assessment work that is being commissioned does not determine the number of houses to be planned for in the Local Plan. The housing requirement figure for the Local Plan is calculated by using the standard methodology as set out in national planning policy guidance. It is anticipated that this work will not be completed until after the examination hearings for the Local Plan.

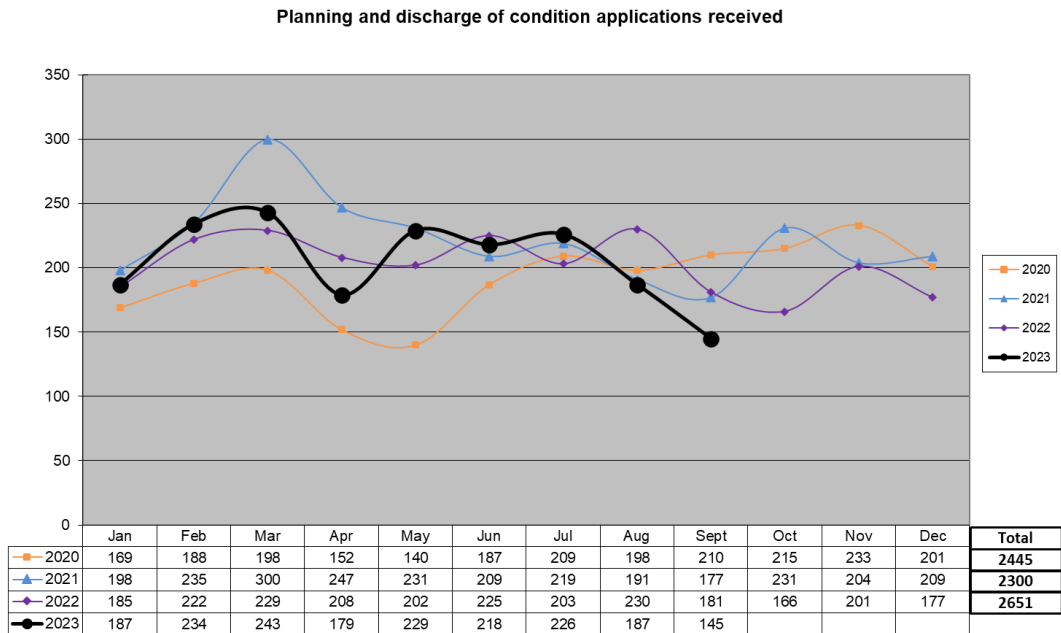
A Housing Needs Assessment essentially looks at specific housing needs of different community groups and the type and tenure of housing – like affordable housing, student accommodation, travellers, accessible housing etc.

The Housing Needs assessment that underpins the Local Plan was done in 2020 and is considered to be up to date evidence for the Local Plan. The new Housing Needs Assessment will be used to inform the new Local Plan or a review of appropriate policies should that be needed.

The Housing Needs Assessment is a very important piece of work as it will underline the nature and scope of our housing needs. It will then need to be compared with housing requirement as identified in our local plan. If the local housing need is shown to be greater than that required by the local plan, then we need to address how the updated Local Plan can be what it says on the label ie 'be 'local'."

1 Progress on Portfolio Matters.

Planning and Discharge of Conditions applications received



Planning and discharge of condition applications continue to decline, although we are only 37 applications down on the same period as last year. Analysis is being carried out to identify if there is a shift in the type of applications being received.

Progress with recruitment

Planning control – one of the Planners and one of the Graduate Planners have been successful in gaining alternative employment. Adverts have been placed to recruit both posts, closing date of 18th October.

Planning Policy – advert has been placed to recruit an Assistant Planner, again closing date of 18th October.

Technical Support Team – an existing member of staff has been promoted to Team Leader position and commenced on 2nd October.

Planning Enforcement – the Customer Support Officer post has been advertised, closing date was 28th September. Shortlisting is complete and interviews will take place before the end of October.

Major and Minor dwelling applications and householder applications received comparison

	1/10/20 – 30/9/21	1/10/21 – 30/9/22	1/10/22 – 30/9/23
No. of Major dwelling applications rec'd	28	19	16
No. of Minor dwelling applications rec'd	337	314	291
No. of Householder applications rec'd	895	801	664
Total	1260	1134	971

*Minor dwelling applications = up to 10 units
Major dwelling applications = over 10 units

2022/23 performance for determining planning applications 1/10/22 – 30/9/23

	National target	Performance
Major	60%	86%
Non-Major	70%	85%

Appeal Performance – decisions made by The Planning Inspectorate 1/10/22 – 30/9/23

	Dismissed	Allowed
Planning appeals	32	15
	68%	32%
Enforcement appeals	8	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.

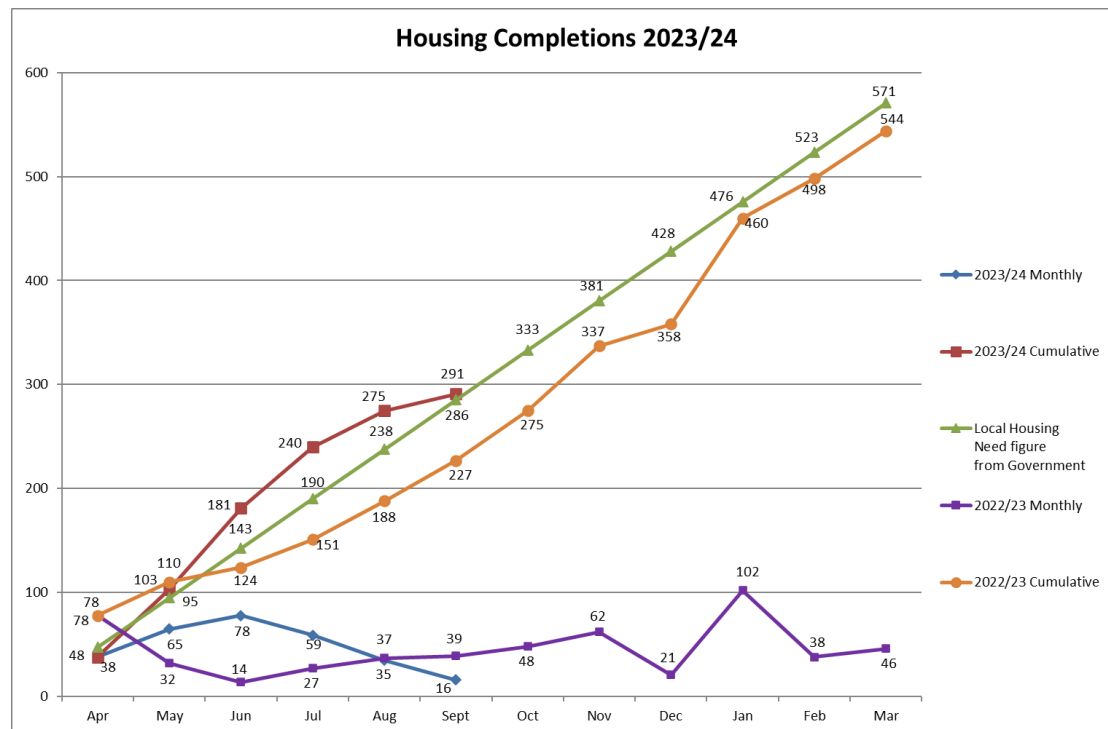
Revenue income 2023/24

Planning and discharge of condition applications are up slightly compared to the same period last year. However, income is significantly lower. We will continue to monitor against a current full year projected income of £1,600,000.

Projected	Actual	Variance with projected
April 23 – Sept 23	April 23 – Sept 23	
£800,000	£500,076	-£299,924

Housing Completions

35 houses completed in August and 16 in September. Currently, completions are up 5 on projected based on local housing need figure from Government of 571 and 64 up compared to the same time last year.



2 Forthcoming Activities and Developments.

Planning Control update

In my previous report, I referred to the fact the Government has consulted on raising planning fees, with likely implementation in April 2024. However, more recent announcements have indicated that the raised fees could come into force as early as November/December. An earlier increase could assist with our current income deficit. Pre application fees are charged based on a percentage of the planning fee and therefore pre application fees will also increase. The annual Parish Council update sessions will take place this month at King's Lynn Town Hall:

- 6.00pm – 8.00pm Tuesday 10th October
- 4.00pm – 6.00pm Wednesday 18th October

We have bid for the maximum £100,000 from the Planning Skills Delivery Fund. If we are successful the majority of the funds will go to developing a Design Code for the Borough, which will be a new national requirement, with the remainder going towards assisting with clearing older planning applications in the system.

West Winch Growth Area

The West Winch Local Stakeholder Group meeting took place on 9th September 2023 with the relevant Parish Councils and interest group.

A further West Winch Strategic Growth Area public information event will take place at the West Winch Primary School on 18th October 2023 between 4 and 9pm providing up-to-date information on the growth area and West Winch Housing Access road timelines.

CIL update

The reconvened CIL Spending Panel met on 6th October 2023 to conclude the applications for funding following the meeting of 29th August 2023.

A further meeting of the CIL Spending Panel will take place on 16th October 2023 to consider the Annual Funding Statement before it is published and to start making arrangements to review the CIL Governance Document for 2023.

Biodiversity Net Gain

Developers will be required to deliver 10 per cent biodiversity net gain (BNG) on Major applications from January 2024, delayed from November 2023.

For smaller sites, this will be applicable from April 2024, and implementation for Nationally Significant Infrastructure Projects (NSIPs) is planned for 2025.

Local Plan Update

Consultation on the further work required by the Inspectors started on the 8 September and ends on 20 October 2023. Details are available on the Council's website. Representations received will be forwarded to the Inspectors of the Local Plan in due course. Examination hearing sessions anticipated to resume Spring next year.

The list of documents subject to the consultation are as follows:

- Topic Paper Spatial Strategy and Settlement Hierarchy (including Neighbourhood Housing Requirements)
- Update on Technical Note on Transport Evidence
- Retail Impact Threshold for Hardwick Road Area
- Updated Housing Land Supply
- West Winch Topic Paper
- Gypsy & Traveller Accommodation Assessment
- Wisbech Fringe Updated Position Statement
- Response to Critique on Viability Assessment

Gypsy and Traveller Accommodation

Following the completion of the Gypsy & Traveller Accommodation Assessment (June 2023) the Council is looking to meet the identified housing needs of Gypsies and Travellers in the Borough. A Call for Sites will be undertaken as part of the Local Plan Examination between 13 October and 10 November 2023. Any sites put forward will be assessed and a further consultation will be undertaken early next year on potential sites. Representations received will be considered by the Council before any sites are proposed to the Inspectors.

Neighbourhood Planning update**Neighbourhood Plans passed at referendum and “made” (since June 2023)**

- Burnham Market – “made” 26 September 2023
- Stoke Ferry – “made” 29 August 2023

Emerging Neighbourhood Plans (Regulation 14 stage and beyond):

Plan	Current Stage	Anticipated date for referendum
Downham Market	Regulation 14 – pre-submission draft Plan consultation autumn 2021 – some indication from Town Council that they are looking to submit the Plan in the near future (early 2024?)	Late-2024
Gayton and Gayton Thorpe	Regulation 18-19 – Decision Statement, 7 August 2023, allowing Plan to proceed to referendum (referendum date now set)	9 November 2023
Grimston, Pott Row, Roydon and Congham	Regulation 17 – Plan now under independent examination – examination anticipated to conclude December 2023/ January 2024	Spring 2024
North Wootton	Regulation 15 – Legal check concluded (19 September 2023), allowing Plan to proceed to Regulation 16 consultation (October – November 2023)	Summer 2024
Pentney	Regulation 14 – pre-submission draft Plan consultation March-May 2023; possible submission spring/ summer 2024 (dependent upon availability of funding)?	Late 2024/early 2025
Old Hunstanton	Regulation 17 – Examiner’s Report published 3 July 2023, followed by consultation on proposed deviations from Examiner’s Recommendations (closing	Early 2024

	date 18 October 2023); e.g. re retention of second homes/ principal residences policy	
Watlington	Regulation 18-19 – Decision Statement, 23 September 2023, allowing Plan to proceed to referendum (referendum date due to be finalised imminently)	December 2023

Plans at an early stage in the process:

The following Neighbourhood Plans are at an early stage (pre-Regulation 14) in the process:

- Great Massingham
- Marshland St James
- Ringstead
- Shouldham
- Syderstone
- Walpole
- Walpole Cross Keys (2017 Neighbourhood Plan review)

Town Deal Projects Update 3-10-23

Riverfront Regeneration:

Graeme Massie Architects (GMA) has been developing the RIBA Stage 3 designs for the Custom House and Devils Alley areas of the Riverfront site. The Custom House is being developed with three levels of intervention, for negotiation with conservation officers and Historic England.

Andrew Morton Associates are working on the cost plan and ensuring the design proposals fit within the cost plan signed off in the business case. The scheme for Devils Alley is also developed further with possible interpretations/uses for the tower explored, however a value engineering exercise is being undertaken to ensure the cost plan is not exceeded.

A decision on the feasibility of the tower being included in this phase of work is being considered, with three options:

- Included as per RIBA 2 within cost plan,
- The foundations and groundworks included for its later construction in phase 2 when additional funds become available,
- Excluded completely. It should be noted that the tower is not an output/outcome of the Town Deal Funding and the remediation of the site can be achieved without it.

The project costs however are being reviewed for the project as a whole, and the budgets are being rebalanced to as necessary whilst still ensuring the outcomes of the Town Deal Funding are met. A procurement strategy has been developed separating the works in the Custom House for the rest of the public realm works as this requires a contractor with specialist heritage

experience.

An enabling works package will be procured for the Devils Alley are of the project to de-risk the project, by carrying out necessary decontamination, excavation and infills to secure the new build works at optimal cost and risk, ensure the smoothest transition to the creation of the new public realm. Work is progressing on developing the stakeholder management plan and public consultation work for the events/cultural uses of the Riverfront using a placemaking specialist, We Group, and meetings are now scheduled with conservation officers to review the proposals prior to dialogue with Historic England and preparation of the planning application.

Rail to River: Art Trail:

The designs for 2 pieces of artwork have been developed. The Grey Goose Feather will be located at the railway station forecourt and the River will be mounted on the St James Swimming Pool building façade wrapping round the building from the car park to Blackfriars Street. The railway station artwork planning application has been submitted and works are in train to submit the swimming pool artwork planning application this month. Installation is scheduled for February/March 2024.

The digital sign located at the railway station is planned for installation at the end of this month. We are working with the comms and tourism team to create some initial content and protocols for content creation with the operations team taking over the running of the sign when works are complete. Purfleet Street arch and the pop ups/street furniture designs are complete and the planning and licensing applications to NCC have been made. NCC have raised objections to the location of the containers, and so additional information has been submitted for tier consideration prior to the planning application being signed off. The local conservation area consultees have also asked for additional time to respond. The local planners have advised this application can be dealt with under delegated powers and it is supported by our conservation officers. The target date for installation is now late January. Similarly the archway has been supported by our conservation officers, and recommended for approval by the planner and can be dealt with under delegated powers. The licenses with the building owners for the archway are in progress. Installation of utilities to service these works are in progress. These schemes have been presented to the Public Realm Working and Repurposing Group. Overall, the project is still within budget but under pressure from rising infrastructure costs.

CABINET MEMBERS REPORT TO COUNCIL

19 OCTOBER 2023

COUNCILLOR TERRY PARISH – LEADER OF THE COUNCIL

For the period August to October 2023

1 Progress on Portfolio Matters.

A busy and diverse month. Key themes were meeting with key partners and organisations; the importance of skill building; environmental matters, and a touch of finance.

I met with the Saxon Shore Parish Councils at Old Hunstanton and listened to their concerns including potential impacts of the proposed Wash Barrier. I made a presentation to Downham Market Town Council and took questions. Issues raised have been communicated to relevant portfolio holders and officers. I invited all Parish Council Chairpersons, or their representatives, to meet with me at the Town Hall. This was done through two meetings, one at 2pm and a repeat at 6pm. Total time was 4hours 15 minutes and around 50 attended. An agenda was followed which included planning matters; vexatious actions by parishioners; Parish Council recruitment, and communication with the Borough. Both meetings concluded that they were worthwhile. A record of them will be distributed to Parish Councils and action points stated.

Internal meetings included ones associated with BOOST, the programme which provides a 'catch up' for older school students and young adults. Funding from this originates with the Towns Fund and this could be picked up by the UKSPF funding stream next year. I will look for further funding opportunities into the future. BOOST dovetailed into a meeting with the College of West Anglia who exist to enable students to acquire skills and do it well. Council should congratulate their participation in World Skills UK. They acquired two silver and a highly commended awards last year and have 50 students registered this year. Very recently students also came away with a silver, 5 bronze and a merit at the International Salon Culinaire held at the Excel Centre.

I had a meeting with the HT of Springwood High School and followed this with an extensive tour of its facilities, meeting staff where possible and observing procedures. Wearing my dusty OFSTED hat I was very impressed and am confident that knowledge and skills are being well imparted. I will follow this up by joining a meeting of all secondary HT's. I did attend such a meeting of primary HTs at the TH. I heard an interesting presentation about raising the

skill levels of teachers so that they are better prepared for career advancement. I also enjoyed the obvious rapport between headteachers and will ensure opportunities for these meetings, hosted by the BC, continue. I visited my local junior school, Heacham, had a tour before school started, met with some staff, appreciated the start arrangements and then spoke to all pupils at an assembly. They asked me very good, unrehearsed (an exemplar for this Council), questions about me and my job and I emphasised that things happen to you, opportunities occur, that you would likely not think of. Consequently, the best way to be prepared is to learn all you can – and build up your skills. This school also impressed me as did the infant school at a visit last year. So, from dips into primary, secondary and college, I am confident that West Norfolk has the seeds by which improvements to all aspects of the community will be driven forward.

Reverting to the College, there is a bid into NCC to access some government underspend that has been offered (linked to the proposed devolution deal). We have submitted plans for a second phase of the nursing school. In addition, Health Education England are supportive of dentistry related training, dental hygiene, dental nurse training, and, maybe, these skill sets could come to Lynn. I ask Council to support such opportunities as and when they become available.

Environmental matters I have been involved in are: EA reports into sea defences from Hunstanton to Wolverton, sea water pollution particularly, but not exclusively, at Heacham, and a briefing on Nutrient Neutrality by two representatives of the District Council Network (40 members). I asked for this briefing.

I have been criticised for reporting the facts, provided by the EA, about sea defences. I did so to ensure clarity in what is their current position. It appears the pot was stirred and motions at County and, coming forward, at this Council will request a different approach. I will leave the debate to Council. Issues around sea water quality have been discussed for several years, primarily at regular Heacham Beaches meetings involving me and Cllr Dark. Some EA funding was found, and investigations continue. This problem is extremely important to locals, tourism, and the shellfish industry. Nutrient Neutrality has not figured large in WN as it potentially affects about 24 proposed developments (number may not be accurate before anyone challenges it, but it is a small number). Anyway, a statement went out that all Districts supported the new government stance on this, or words to that effect. I hadn't said any such thing, hence my briefing. The House of Lords threw out HMG's proposals so we are where we are. I note that the Leader of NCC has recently roundly condemned Natural England's stance on nutrient neutrality. I don't, my understanding is that they are doing a good job and if their guidance is followed new homes will be built without concurrent pollution. It may take a little longer and upset developers but if you want to challenge river and sea pollution, then you can't pick and choose which pollutant makes you happy.

I also had an interesting meeting of District Leaders held at Dereham. An item on the agenda, due to this Council's interest, was business rates and how they are distributed. A proportion of business rates growth that we collect would normally go to the government unless the council is in a pool arrangement with other authorities then this proportion is paid into the pool. If they are paid into a business rates pool then the members of the pool, overall, benefit. All districts in Norfolk and NCC are members of a pooling arrangement for Norfolk. Forecasts for 2024/25 will provide a potential £1.7million to go into the pool. However, how the pooled funds are allocated is decided by a vote of District Leaders. An option 1 was agreed two years ago which is estimated to return just £0.7million to WN. There is an option 2, a default DLUHC position, which would return £0.86million, and an option 3 which I asked for which would have returned £1.114million for the year 2024/25. Option 3 would have also benefited all members of the pool except Norwich and NCC. Despite this, all districts, except us, voted to continue with option 1 as, 'It has worked well and/or it is the recommendation of our section 151 officer'. Strange but true.

Options for allocation of forecast 2024-25 Pool funds

Local Authority	Option 1		Option 2		Option 3	
	Current model		DLUHC default model		Alternative model	
	£m	%	£m	%	£m	%
Breckland District Council	0.642	9%	0.672	9%	0.929	13%
Broadland District Council	0.598	8%	0.574	8%	0.831	12%
Great Yarmouth Borough Council	0.440	6%	0.217	3%	0.474	7%
Borough Council of King's Lynn and West Norfolk	0.724	10%	0.857	12%	1.114	15%
North Norfolk District Council	0.631	9%	0.648	9%	0.906	13%
Norwich City Council	0.356	5%	0.028	0%	0.286	4%
South Norfolk District Council	0.615	9%	0.611	8%	0.868	12%
District sub-total	4.006	56%	3.606	50%	5.408	75%
Norfolk County Council	3.205	44%	3.606	50%	1.803	25%
	7.211		7.211		7.211	

There is an argument that NCC, recognising that we lose out, may be more generous towards projects that come along. This may or may not be true, but projects are capital funds and likely lead to more revenue being spent whereas business rates can be used for appropriate revenue funding.

The second significant agenda item at District Leaders was the proposed County Deal. Another presentation was made. The collective unanimity of DL's which was displayed about business rates dissolved though, perhaps not quite so vocally as a previous debate about the fate of the LEP integration, an earlier but related topic. Suffice it to say that everyone seemed to 'agree' that the proposed County Deal did not have sufficient money, proposed governance arrangements, though improved, were not good/secure enough, and district leaders should have been involved from the start of the process. However, it remains the only deal on the table and, although others have delayed decisions (Suffolk for a year I believe), it should be seriously considered. I will be astonished if County Councillors do not recommend it in December. All Council members will have a chance to comment at the November Council but you, unless you are a twin hatter, don't have a vote.

My meeting with the Sandringham Estate was about the traffic and other impacts of the Bank Holiday concerts. After discussion they asked me what I would like to happen at future events. I said, 'No four-day events; not on a Bank Holiday; more communications with local Parish Councils, and more discussion with the Borough. Whether these or some of them will come to pass we will have to see. I did keep in contact with Dersingham Borough Cllrs prior to and after the meeting and was thanked for doing so. Councillors should note that the Kings Lynn evening economy 'saw the biggest drop in footfall since monitoring began, 15years ago (excluding the pandemic) – some 70 to 80% fall between 8pm and midnight'. And, a respected Hunstanton trader said, 'This Bank Holiday was a disaster for Hunstanton – down on previous years due to the mismanagement of the traffic system'.

2 Meetings Attended and Meetings Scheduled

LGA Independent Leaders
Local Plan task Group
Equalities Training for Members
Liz Truss MP
Affordable Housing – Ark property Centre
Labour/IP joint meeting
Waste Water connection with EA
Beach Clean Snettisham to Heacham with RSPB
Member Major Projects Board
Various Corporate Strategy Meetings
Corporate Performance Panel

Devolution Underspend proposals with officers
East of England LGA for district cllrs
Nutrient Neutrality with some District reps
Changing places toilets - with procurement officer
Unison
Sandringham Estate
Downham Market Town Council
Permitted Development - proposed changes, with EEELGA and then officers.
Springwood High School
Wash east Coast Management Strategy
Business rates Pooling with S151 officer and CEO.
UKSPF and REPF briefing.
Joint Welfare and Safety Committee
West Norfolk Primary HT's
Norfolk Leader's Group
Heacham Junior School
Leader meetings with Parish Council Chairpersons.
Meetings with Leader of labour Group
Meetings with Leader of Conservative Group
National Grid – Pathway to Net Zero, on line

All Group Leaders Meeting
LGA Leadership Academy
Corporate Performance Panel