

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



Regeneration and Development Panel

Agenda

Tuesday, 25th July, 2023
at 4.30 pm

in the

**Council Chamber, Town Hall, Saturday
Market Place, King's Lynn and 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

Monday, 17 July 2023

Dear Member

Regeneration and Development Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 25th July, 2023 at 4.30 pm** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for absence

To receive any apologies for absence.

2. Minutes (Pages 6 - 9)

To approve the minutes of the previous meeting.

3. Declarations of Interest

Please indicate if there are any interests which should be declared. A declaration of 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.

Those declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

4. Urgent Business

To consider any business which, by reason of special circumstances, the

Chair proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

5. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and what items they wish to be heard before a decision on that item is taken.

6. Chair's Correspondence

If any.

7. Baxter's Plain Feasibility Study (45 minutes) (Pages 10 - 17)

8. Cabinet Report - CNC Building Control (20 minutes) (Pages 18 - 23)

9. Panel Meeting Arrangements (Page 24)

10. Portfolio Holder Question and Answer Session

Any questions should be submitted to Democratic Services in advance of the meeting.

11. Work Programme and Forward Decision List (Pages 25 - 32)

12. Date of the next meeting

To note that the next meeting of the Regeneration & Development Panel is scheduled to take place on 12th September 2023.

13. Exclusion of Press and Public

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.

14. EXEMPT - Cabinet Report - West Winch Collaboration Agreement (45 minutes) (Pages 33 - 52)

To:

Regeneration and Development Panel: Councillors P Beal, Bearshaw (Chair), R Blunt, F Bone (Vice-Chair), A Bubb, Mrs J Collingham, Colwell, C J Crofts, A Dickinson, Heneghan, C Rose and J Rust.

Portfolio Holders:

Councillor Anota – Portfolio Holder for Property and Corporate Services

Councillor Beales – Portfolio Holder for Business

Councillor Moriarty – Portfolio Holder for Regeneration and Development

Officers

Jemma Curtis – Regeneration and Programmes Manager

Duncan Hall – Assistant Director

Stuart Ashworth – Assistant Director

Nikki Patton – Housing Strategy Officer

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

REGENERATION AND DEVELOPMENT PANEL

Minutes from the Meeting of the Regeneration and Development Panel held on Thursday, 22nd June, 2023 at 4.30 pm in the Town Hall, Saturday Market Place, King's Lynn

PRESENT: Councillors S Bearshaw (Chair), P Beal, R Blunt, F Bone, J Collingham, R Colwell, C J Crofts, A Dickinson, D Heneghan and J Rust.

OBSERVING: Councillor S Everett

PORTFOLIO HOLDERS:

Councillor M de Whalley – Portfolio Holder for Climate Change and Biodiversity
Councillor A Kemp – Portfolio Holder for People and Communities
Councillor J Moriarty – Portfolio Holder for Development and Regeneration
Councillor C Morley – Portfolio Holder for Finance

OFFICERS:

Alexa Baker – Monitoring Officer
Jemma Curtis – Regeneration Programmes Manager
Duncan Hall – Assistant Director
Lorraine Gore – Chief Executive

RD1: APPOINTMENT OF VICE CHAIR FOR THE MUNICIPAL YEAR

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

RESOLVED: That Councillor Bone be appointed Vice Chair of the Panel for the municipal year 2023/2024.

RD2: APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Bubb.

RD3: MINUTES

RESOLVED: The minutes from the previous meeting were agreed as a correct record and signed by the Chair.

RD4: DECLARATIONS OF INTEREST

There was none.

RD5: URGENT BUSINESS

There was none.

RD6: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

There was none.

RD7: **CHAIR'S CORRESPONDENCE**

There was none.

RD8: **APPOINTMENTS TO TASK GROUPS AND INFORMAL WORKING GROUPS**

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The Panel considered the appointment of Members to serve on the Informal Working Groups and Task groups, which had previously been established by the Panel, for the municipal year 2023/24.

The Assistant Director provided the Panel with an update of the work of the Custom and Self Build Task Group which had been formed in 2016 and the Guildhall and Creative Hub Task Group.

The Panel agreed that the Terms of Reference for the Task Groups and Informal Working Groups should be reviewed and these would be presented to a future meeting of the Panel for consideration.

RESOLVED:

1. That the Custom and Self Build Policy Development Task Group continues to operate as a 5 Member Task Group and the Democratic Services Officer be instructed to seek Membership of the Task Group from Group Leaders for the 2023/2024 municipal year.

1. That the Guildhall and Creative Hub Task Group continues to operate as a 5 Member Task Group and the Democratic Services Officer be instructed to seek Membership of the Task Group from Group Leaders for the 2023/2024 municipal year.

3. That the Tourism Informal Working Group remain established and the Chair liaise with the Chair of the Environment and Community Panel to finalise Membership. The following Members from the Panel were interested in sitting on the group:

- Councillor Bone
- Councillor Bearshaw
- Councillor Heneghan
- Councillor Collingham
- Councillor Dickinson
- Councillor Rust
- Councillor Beal

4. That the Terms of Reference for the above Task Groups and Informal Working Group be brought to a future meeting of the Regeneration and Development Panel for review.

RD9: **TOWN INVESTMENT PLAN AND TOWN DEAL BOARD PROJECTS UPDATE**

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

Officers provided the Panel with an update on the Town Investment Plan and Town Deal Board Projects. A copy of their presentation is attached.

The Panel were also reminded that a Town Deal Board briefing session for all Councillors had been scheduled for 27th September.

The Chair thanked officers for the update and invited questions and comments from the Panel, as summarised below.

Councillor Heneghan asked if any elements of the project could still be amended and officers explained that the detail of the projects and options could be, but they needed to meet the outcomes and outputs that had been agreed with Government. It was explained that there was still detailed design and phasing work to be carried out and all funds had to be spent by the deadline of March 2026 as per Government requirements.

In response to questions from Councillor Colwell, it was explained that further reprioritisation could take place if necessary. Design costs, in conjunction with phasing would also have to be agreed and a report would be brought to Cabinet early 2024.

In response to a further question from Councillor Colwell, the Regeneration Programmes Manager explained that in terms of the performance review process carried out by Government, this involved completion of a spreadsheet, which had just been submitted for the October to March period. The 2022/23 performance review had passed and the 2023/24 tranche of payments would be released.

Councillor Heneghan referred to Programme Management Costs and it was clarified that these included Legal and Communications support and key staff costs, such as a Project Accountant.

In response to a question from the Chair, it was confirmed that the Metro Dynamics Economic Data was still relevant, but could be reviewed and further work to put together a wider Economic Growth Strategy could be carried out if required.

The Cabinet Member for Development and Regeneration thanked officers for the presentation which he felt benefitted new and existing Councillors as a refresh. He referred to the successful School of Nursing and suggested that a tour of the facility could be arranged for new Councillors.

Councillor Collingham referred to the Town Investment Plan and the figures contained within it. Officers explained that the Town investment Plan had been prepared in 2021 and was correct at that point in time, but following the reprioritisation exercise costs had been amended. Up to date financial information was available within the Business Case which was available to view at [kings lynn guildhall and creative hub 240622 \(visionkingslynn.co.uk\)](https://www.visionkingslynn.co.uk/240622)

Information was provided on the cost of the Guildhall and Creative Hub Project, the unsuccessful Heritage Lottery Fund Bid, and the previous agreement of Council to underwrite the shortfall. Officers explained that alternative sources of funding were being explored and an options paper would be presented to Council in early 2024.

In response to a question from Councillor Rust, it was confirmed that the Council's budget did include the underwriting provision for this project within the Capital Programme.

RESOLVED: The update was noted.

RD10: **PORTFOLIO HOLDER QUESTION AND ANSWER SESSION**

No questions had been submitted in advance of the meeting.

RD11: **WORK PROGRAMME AND FORWARD DECISION LIST**

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

Members of the Panel put forward the below items for addition to the Work Programme:

- Southgates Masterplan Development Plan.
- Local Plan

RESOLVED: The Panel's Work Programme was noted.

RD12: **DATE OF THE NEXT MEETING**

The next meeting of the Regeneration and Development Panel would be held on 25th July 2023, time to be confirmed.

The meeting closed at 6.20 pm

Agenda Item 7

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Regeneration and Development Panel		
DATE:	25 th July 2023		
TITLE:	Baxters Plain Public Realm		
TYPE OF REPORT:	Policy Development		
PORTFOLIO(S):	Councillor Moriarty – Regeneration and Development		
REPORT AUTHOR:	Jemma Curtis, Regeneration Programmes Manager		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
To provide the Panel with information on the Baxters Plain Project Brief
RECOMMENDATIONS:
To receive information on the Baxters Plain Project Brief and discuss any pertinent issues arising out of it.
REASONS FOR RECOMMENDATIONS:
To fulfil the Panel’s terms of reference to review the performance of Council and consider matters affecting the Borough or local people.

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



Project Brief – Baxter's Plain Public Realm

Prepared by: Jemma Curtis
Regeneration, Housing & Place

Prepared:	January 2023	Release:12/01/23	Final
Owner:	Regeneration & Economic Development		
Client:	Chief Executive		
Document Number:			

This document is only valid on the day it was printed

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Project Definition

Baxters Plain area is a significant area of public open space, identified as having potential to enhance as an outdoor venue for civic, public and temporary events in the King's Lynn Town Centre Public Realm Action Plan (2021). The space is situated at a key point on the 'Rail to River' priority route, a route that has been prioritised for focus as part of the Town Investment Plan. A package of projects has been agreed under the King's Lynn Towns Fund which will have significant impact on the area immediately surrounding Baxter's Plain. These include the redevelopment of the former Argos building as a Multi User Community Hub, walking and cycling improvements to the Gyrotory and animation and greening of the Rail to River route.

The purpose of this project is to prepare a RIBA Stage 1 concept design for public realm enhancements to the Baxters Plain area. We want to establish a vision for the area, taking into account its status as a key nodal point and opportunities to enhance the public realm. The vision needs to consider the appropriate materials and infrastructure required for vehicle/pedestrian/cycle access to the area and connectivity with the town centre and reflect the ambitions of the Town Investment Plan.

The RIBA Stage 1 design will guide and inform future development and investment in the area in line with the Public Realm Action Plan Guidelines to;

- Reinforce the network of spaces and their character
- Improve walking routes and the pedestrian environment
- Improve Green Infrastructure
- Provide opportunities for temporary events including performances and static installations
- Aid legibility through consistent wayfinding

This will contribute to the wider vision set out in the Town Investment Plan.

Background

The area identified for the RIBA Stage 1 study extends to circa 0.72 Ha (appendix 1) and is primarily existing public space and highways. There is a mixture of built form surrounding the space. This comprises the prominent former c17th Post Office, former 1970's Argos Building, c20th Majestic Cinema, later development of the Vancouver Quarter in early 2000's, plus the recent addition of the H&M unit. Alongside this are c15th -19th buildings leading to Tower Street. The central area of Baxters Plain intersects with key routes in the town including Blackfriars Street, Paradise Lane, Broad Street, Tower Street and New Conduit Street. The Purfleet watercourse was previously an open watercourse that ran through the project area through to New Conduit Street. This was covered for health reasons during the 19th Century.

The land within the study area has mixed ownership comprising Borough Council freehold, Norfolk County Council Highways and Vancouver Quarter (private). Appendix 2 sets out the current land ownership status.

The site offers the potential to create a high quality nodal point in the heart of the town centre. It is an important junction for people arriving close to the area either walking, cycling or by vehicle. The proposed regeneration and redevelopment of the former Argos building has the potential to be transformative, and the wider redevelopment of Baxters Plain would open up opportunities for cultural programmes alongside the MUCH and other event organisers, beyond what is feasible in other public spaces in the Town.

Strategic Context

A King's Lynn Town Investment Plan (TIP) was prepared and submitted to government in 2020 and sets out the vision, strategy and investment priorities for King's Lynn over the next ten years. During 2020, residents, businesses and a range of local institutions worked together, through Vision King's Lynn and the King's Lynn Town Deal Board, to set clear priorities and a vision for King's Lynn that delivers:

- New opportunities for skills and jobs for our young people and all those affected by Covid-19
- Growing innovative businesses
- A repurposed town centre with new experiences and enterprise
- A high-quality residential and leisure offer in the historic town core and riverfront
- A sustainably connected town

The outcome of this work has resulted in an agreed set of priorities with the Town Deal Board;

- Creating a town where people want to come to live and stay
- Developing a local skills pipeline for local opportunities responding to Covid-19
- Improving digital and sustainable connectivity
- Repurposing the town centre and historic assets for visitors and residents

Local Plan Site Allocations & Development Management Policies (SADMP) 2016, updates the Core Strategy 2011 planning guidance, and identifies King's Lynn as a primary sub regional centre, and key focus for investment. Its policy for the town centre is to promote this area as the prime focus in the Borough for retail, community and professional services, leisure, culture and entertainment (Policy E1.1).

New Anglia Local Enterprise Partnership (LEP) works with businesses, local authorities and education institutions to drive growth and enterprise in Norfolk and Suffolk. King's Lynn and the A10 and rail corridor to Cambridge have been identified by the LEP as a Priority Place where investment will be focused for maximum impact. The LEP also sees culture as a key driver of growth. The proposed enhancement of this public space therefore aligns well with this strategy.

Norfolk County Council similarly designates King's Lynn as a priority for growth in the Norfolk and Suffolk Economic Strategy (2017). NCC will be a key partner in respect of the delivery of a final scheme as the highway authority, through the West Norfolk Transport & Infrastructure Steering Group.

The [King's Lynn Local Cycling & Walking Infrastructure Plan \(LCWIP\)](#), adopted 2022, contains the detail of the priority cycling and walking network improvements schemes identified by the planning process, all of which have been subject to stakeholder engagement, appraisal and prioritisation using Department for Transport's (DfT) assessment tools. The 'neighbourhood' active travel route runs through the project area. No particular interventions to improve walking and cycling in the project area specifically have been identified in the LCWIP but should be considered inherently in any new design given its pivotal location.

Previous & Parallel Studies

A number of interrelated strategies and initiatives focusing on this area has progressed over recent years that will contribute to the development of new concept designs for the area, to define the vision and establish the principles to bring the strands of existing activity together.

Initiatives and work to date includes (but not limited to);

- [The King's Lynn Transport Strategy & Gyratory](#) identifies the gyratory and London Road as a priority area to improve vehicle flow, reduce congestion and improve the Air Quality Management Area. Norfolk County Council secured funding to complete a feasibility study to consider options to improve this area from a transport perspective. Following a feasibility study completed by WSP in 2022, the scheme (which included the Southgates) was approved under the Levelling Up Fund transportation strand in January 2023 is being developed to Outline Business Case includes bus priority, cycle lane improvements and public realm enhancements which will interface with the study area or extend into the study area in part (along Blackfriars Street).
- As part of the [King's Lynn Town Deal](#) led by the Borough Council, funding has been secured for the redevelopment and repurposing of the former Argos building for a new Multi User Community Hub (MUCH). The project is being delivered by NCC and is moving towards RIBA Stage 2 in Spring 2023 and project completion in 2025. The building footprint of the redevelopment is envisaged to be reduced in order to reveal the view of the Majestic Cinema, therefore creating an opportunity for enlarged public realm area at Baxters Plain. The activities and services which will run from the MUCH also have the potential to utilise outside space for activities/small events. Therefore the public realm should be seen as an 'extension' of the inside space to the MUCH (appendix 3 MUCH RIBA Stage 1 & ground floor spatial requirements).
- A further, smaller project under the Towns Fund is the [Rail to River Public Realm](#) which aims to animate and enliven the route from the rail station westwards through the project area and to the riverfront via Purfleet Street. The project is due to be completed in 2023 and includes interventions;
 - New finger post directional signage (town wide)
 - Artwork Trail
 - New outdoor seating and planting at the Rail Station
 - Digital signage at the Rail Station
 - Pop up food/retail units and street furniture at Purfleet Street
 - Pilot Cycle scheme at Baker lane (relocating Purfleet St cycle stands)

While the 'rail to river' route runs through the project area, no interventions are planned here in this section due to the need to create more detailed comprehensive plan for the Baxter's Plan area, beyond what is available to be delivered in the Rail to River project budget.

Project Scope

The scope of this project comprises preparation of a RIBA Stage 1 Concept design with QS cost estimates for the enhancement of the public realm within the red line area identified in appendix 1. The preparation of the RIBA Stage 1 design will inform the final design of the MUCH and enable the scheme to be developed to a stage in readiness for funding opportunities as they arise.

The outcomes of this stage of work will be the establishment of a scheme jointly endorsed by BCKLWN & Norfolk County Council as a key project partner, and determine the preferred route to delivery.

Lead Professional's Brief:

The overall aim of the project is to create a distinctive sense of place and focal point at this key nodal junction in the town centre. The nature of the built environment in this area is less 'sensitive' to the conservation and heritage setting of other places in the town centre, therefore this is an opportunity to be bolder in the design of the public realm compared to other locations. The concept design must complement the setting of existing and future development of the area and serve the daily needs of the people who live work and visit the town.

The initial scope of the commission is limited to RIBA Work Plan Stages 0-1 and includes;

Developing a vision, design principles, concept design and assessing the feasibility and cost for public realm enhancements to the Baxters Plain area within the red line boundary (appendix 1), broken down into three key areas to consider;

1. The highway layout and appropriate vehicular, pedestrian and cycle access
2. Open space and public realm identifying opportunities to broaden use and activity
3. Complement the planned building and infrastructure development in and adjoining the project area

The scope of the commission will specifically;

- Review existing known site information, constraints, previous work and existing complementary projects, to develop design principles, concept layout and design for the area.
- Commission topographical survey to ascertain the feasibility of creating a level surface /shared space throughout the project area to provide a space for informal socialising, gathering, street entertainment and activities (not street trading/pop ups)
- To develop the above, considerations should be given to the following priorities identified by the [Public Realm Working Group](#) including highways, infrastructure requirements to support small scale events, public realm improvements to surfacing, seating, encourage active travel in the area, street furniture, signage, public art and lighting.
- Review of Highways layout should consider appropriate level of access required by property owners for servicing which is not to the detriment of maximising the use of the space for public realm activities; opportunities for further pedestrianisation of the area; infrastructure for cyclists in line with the LCWIP and opportunities for existing businesses to expand a 'café culture' environment in the area.
- Opportunity for 'features' in the space to facilitate regular activity, spark intrigue, interest and excitement in the space to complement the activities of the existing buildings around the space (retail, hospitality, cinema, MUCH); including artwork and opportunity for a covered (temporary or permanent) for small flexible events.
- Opportunities for additional greenery to the area, alongside retention of the existing, mature trees already well established in the area.
- Identify the reduction in street 'clutter' in particular alternatives to the utilities infrastructure currently 'above ground', and existing bollards.
- Consider the operational requirements of the space for emergencies, maintenance, deliveries, taxis, disabled access, requirement for an appropriate level of on-street parking.
- Prepare outline specification and preliminary cost information for the project
- Stakeholder engagement on the options and preferred concept plan; including allowance for 2 meetings with the Public Realm Working Group, presentation(s) to the Town Deal Board, West Norfolk Transport & Infrastructure Steering Group and Regeneration & Development

Panel. Engagement with property owners and occupiers in the red line area and adjacent Tower Street.

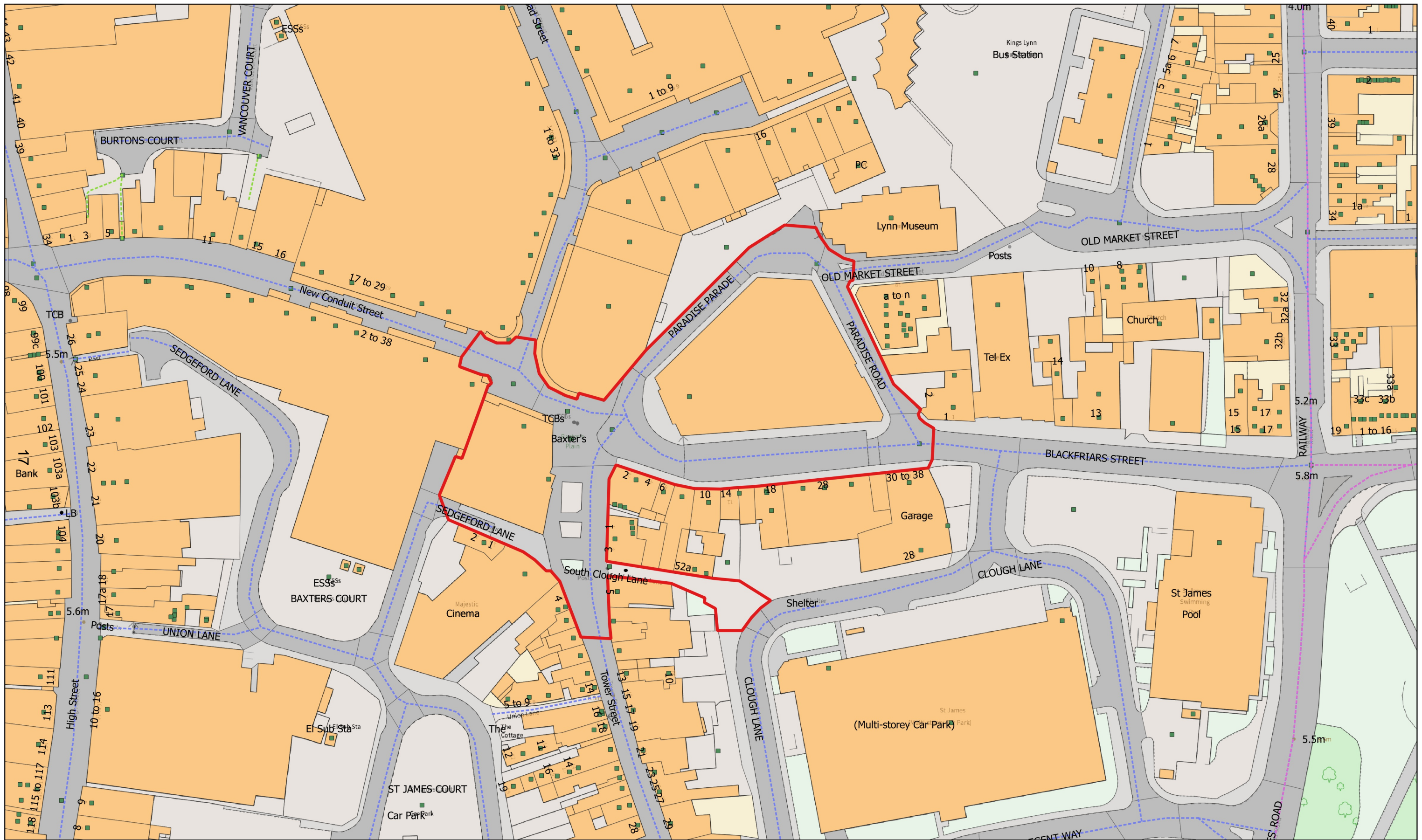
- Consider how the scheme could be phased as funding becomes available.

A number of other strategies and studies are being progressed alongside the proposed concept design. The design should be cognisant of these and consider these carefully in the development of the RIBA Stage 1 proposals;

1. [King's Lynn Transport Strategy, WSP, 2019](#)
2. [Local Cycling and Walking Infrastructure Plan, NCC](#)
3. [Air Quality Management Area Action Plan](#)
4. [Local Plan \(2016-2036\)](#)
5. [Town Investment Plan, 2021](#)
6. [King's Lynn Public Realm Action Plan](#)
7. [STARS Project – LUF Submission](#)

The following documents specific to the study area should be considered as part of the exercise

- Red Line Boundary (see appendix 1)
- Land Ownership Plan (see appendix 2)
- Utilities and Highways Plans (appendix 3)
- History relating to Baxters Plain, King's Lynn Civic Society (appendix 4)
- MUCH RIBA Stage 1 report (appendix 5)



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22/09/2021

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Regeneration and Development Panel		
DATE:	25 th July 2023		
TITLE:	Continuation of the Borough Council as part of the CNC Building Control Partnership		
TYPE OF REPORT:	Cabinet Report		
PORTFOLIO(S):	Councillor Moriarty – Development and Regeneration		
REPORT AUTHOR:	Stuart Ashworth		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
This report seeks to agree confirmation of the continuation of the Local Authority Building Control (LABC) function carried out by CNC Building Control on behalf of the Borough Council, so that it continues for another 5 years.
KEY ISSUES:
Members are directed to the attached Cabinet report for full details of the key issues.
OPTIONS CONSIDERED:
Members are directed to the attached Cabinet report for full details of the options.
RECOMMENDATIONS:
The Panel are requested to consider the report and make any appropriate recommendations to Cabinet.
REASONS FOR RECOMMENDATIONS:
To scrutinise recommendations being made for an executive decision.

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Mandatory/Operational	Be entirely within Cabinet's powers to decide	YES	
		Need to be recommendations to Council	NO	
		Is it a Key Decision	NO	
Lead Member: E-mail:		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Stuart Ashworth E-mail: stuart.ashworth@west-norfolk.gov.uk Direct Dial: 01553-616417		Other Officers consulted: Geoff Hall – Director Environment & Planning		
Financial Implications YES	Policy/Personnel Implications YES	Statutory Implications YES	Equal Impact Assessment: NO	Risk Management Implications NO
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				

Date of meeting: 1 August 2023

CONTINUATION OF THE BOROUGH COUNCIL AS PART OF THE CNC BUILDING CONTROL PARTNERSHIP

Summary

This report seeks to agree confirmation of the continuation of the Local Authority Building Control (LABC) function carried out by CNC Building Control on behalf of the Borough Council, so that it continues for another 5 years.

The Participation Agreement for the provision of Building Control Services is reviewed and updated every 5 years, and it is now due for renewal/review. It was last reviewed/renewed at Cabinet in April 2018.

The current participation agreement involves 5 Local Authorities, namely South Norfolk district Council, who host the Building Control function on behalf of all the partner authorities, Broadland District Council, Norwich City Council, King's Lynn and West Norfolk Borough Council, and Fenland District Council.

The Building Control function has been carried out by CNC on behalf of the Borough Council since October 2010, when the Borough Council joined the partnership. It is considered to work well, and has offered significant financial savings to the Council during the course of its operation.

Recommendation

- 1) That the Council continues to be part of the CNC Building Control partnership for the next 5 years.**
- 2) That authority be delegated to the Executive Director – Environment & Planning, in consultation with the portfolio holder for Development and Regeneration to agree the full details of the CNC partnership agreement.**

Reason for Decision

To ensure the continued provision of a statutory Local Authority Building Control function through the CNC Building Control partnership.

1.0 Background

- 1.1 In October 2010 the Borough Council entered into a partnership agreement to join CNC Building Control, for it to provide the statutory local authority building control function. At the time the partnership was made up of South Norfolk Council, Broadland District Council and Norwich City Council. Fenland District Council became the last Council to join the partnership in 2014. CNC is hosted by South Norfolk Council, with its base being the new joint Council Offices with Broadland Council on the outskirts of Norwich, and there is also a western area office at the Boathouse in Wisbech, covering the King's Lynn and Fenland areas.
- 1.2 Building Control operates in a competitive market, and customers can choose who to employ to obtain Building Regulations approval, which could include Approved Inspectors, the NHBC and other Local Authorities. However Local Authorities must still provide a Building Control function, and are responsible for issues such as dangerous buildings, and other non-fee earning work
- 1.3 CNC now wish all of the partners to agree to the next updated Participant Agreement, and continue in the Partnership for the next 5 years. The CNC Board, made up of councillors from the five partner authorities, have already agreed in principle to continue, subject to the internal processes in each partner authority.
- 1.4 One of the main reasons for joining CNC in 2010 was the ongoing and increasing costs to the Council of carrying out the Building Control function. The estimated deficit for the last financial year the service was run in house was circa £133,000. At the time of the original agreement with CNC, the charge for providing the service was circa £89,000 per annum, which represented a significant saving. At the time of joining CNC it was hosted by Broadland Council, but this changed to South Norfolk Council in 2013, who provided a better financial offer to the partners at the time. The cost of SNDC is a cost to the whole partnership but this is covered within the trading account. The individual charge to the Borough Council for the year to the end of 2023 was £62,000, which covered non-fee earning activity such as dangerous building visits and cover, FOI work and plan checking.
- 1.5 Given the above it is clear there have been significant ongoing savings through CNC carrying out the Building Control function on the Council's behalf.
- 1.6 Another reason for joining and remaining in the partnership is economies of scale. A strong and well-resourced partnership will help to provide resilience in a competitive market. Cover can be provided and jobs properly resourced, which is essential in the development/construction industry.

2.0 Options Considered

- 2.1 **Option 1 – Take back the function in-house.** The main alternative option is to take the Local Authority Building Control function back in house. However this would potentially be costly, as well as disruptive and would take a lot of time and resource to do this. Importantly it would not allow the savings CNC Building Control has provided to be realised. There would also be major logistical challenges in doing this and it would require significant investment to be able to provide a competitive and supported service. It should also be noted that a new service would be in competition with CNC.
- 2.2 **Option 2 – Tender for alternative provider.** This is a potential option but there would be the expense of going through this process, as well as additional costs of paying for that function. It is highly unlikely that the costs would be less than the current partnership charges paid by the Council, given the need for a private company to deliver a profit. There is also the significant risk of no providers being interested in the carrying out the function on behalf of the Council.
- 2.3 **Option 3 – Continue to operate within the CNC Building Control partnership.** This is the most realistic and financially sensible option, which would give the least disruption and provide continuity of service, especially for customers. The existing arrangements are considered to work well and have provided significant savings to the Borough Council. In addition, the CNC Building Control partnership has allowed enhanced working through investment in technology, income generation through being better placed to win competitive work over a much wider area. There has also been a reduction in individual Council support service demands.

3.0 Policy Implications

- 3.1 N/A

4.0 Financial Implications

- 4.1 The costs to the Council of CNC carrying out the Building Control function on behalf of the Council will be £62,000 (plus an allowance for inflation) for the next 5 years. This is considered to be significantly more cost effective than the council running its own building control service.

5.0 Personnel Implications

- 5.1 There are no additional personnel implications with this recommendation.

6.0 Environmental Considerations

- 6.1 None specific to this proposal, as the building regulations are set nationally.

7.0 Statutory Considerations

- 7.1 This will allow the statutory Local Authority Building Control function to continue to be carried out on behalf of the council, by CNC Building Control, which it has since 2010.

8.0 Equality Impact Assessment (EIA)

(Pre screening report template attached)

8.1 Pre-screening EIA attached to this report.

9.0 Risk Management Implications

9.1 This is considered to be positive given the robustness of the existing CNC partnership arrangement and the advantages it provides, including increased resilience within a competitive environment.

10.0 Declarations of Interest / Dispensations Granted

10.1 None.

Background Papers

Previous Cabinet Report on continuation of the CNC partnership - April 2018

Pre-Screening Equality Impact Assessment

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



Name of policy/service/function	Continuation of CNC Building Control carrying out the Council's statutory Building Control function				
Is this a new or existing policy/ service/function?	Existing				
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service rigidly constrained by statutory obligations	To provide a Building Control function for the Borough Council. This is a statutory requirement.				
Question	Answer				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups according to their different protected characteristic, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			x	
	Disability			x	
	Gender			x	
	Gender Re-assignment			x	
	Marriage/civil partnership			x	
	Pregnancy & maternity			x	
	Race			x	
	Religion or belief			x	
	Sexual orientation			x	
	Other (eg low income)			x	
Question	Answer	Comments			
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	No				
3. Could this policy/service be perceived as impacting on communities differently?	No				
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	No				
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	N/A	Actions: N/A			
		Actions agreed by EWG member:			
Assessment completed by: Name: Stuart Ashworth					
Job title: Assistant Director – Environment & Planning	Date: 11/5/2023				

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Regeneration and Development Panel		
DATE:	25 th July 2023		
TITLE:	Panel Meeting Arrangements		
TYPE OF REPORT:	Operational		
PORTFOLIO(S):	Leader – Councillor Parish		
REPORT AUTHOR:	Rebecca Parker – Senior Democratic Services Officer		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

<p>PURPOSE OF REPORT/SUMMARY:</p> <p>At the Council meeting on 13th July 2023, Council will be considering Council Meeting Arrangements and the start time for meetings.</p> <p>As the Agenda for this meeting is published prior to the Council meeting taking place the Panel will need to consider the outcomes of the Council meeting and any impact/decisions that the Panel may need to take with regard to start times for the meeting.</p> <p>The Council report can be accessed at Agenda for Council on Thursday, 13th July, 2023, 4.30 pm (west-norfolk.gov.uk)</p>
<p>RECOMMENDATIONS:</p> <p>To respond to the decision taken by Council at its meeting on 13th July 2023 (if required).</p>
<p>REASONS FOR RECOMMENDATIONS:</p> <p>To respond to the Motion to Council on 23 February 2022 and arrangements for Council meetings.</p>

REGENERATION AND DEVELOPMENT PANEL WORK PROGRAMME 2023/2024

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
22nd June 2023	Appointment of Vice Chair for the Municipal Year	Operational		
	Appointments to Task Groups and Informal Working Groups	Operational		
	Update on the Town Investment Plan and Town Deal Projects			
	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
25th July 2023	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
	Cabinet Report – West Winch Collaboration Agreement	Cabinet Report		To consider the report and make any appropriate recommendations to Cabinet
	Cabinet Report – Continuation of the Borough Council as part of the CNC Building Control Partnership	Cabinet Report	Stuart Ashworth	To consider the report and make any appropriate recommendations to Cabinet
	Baxter’s Plain Feasibility Study		Jemma Curtis	To receive information on the Feasibility Study and provide the Panel with the opportunity to comment on the scheme.
	Meeting Times	Operational		
12th September 2023	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
	Cabinet Report – Overnight Campervan Parking in Hunstanton	Cabinet Report		To consider the report and make any appropriate

				recommendations to Cabinet
	Cabinet Report – Southend Road Hunstanton	Cabinet Report		To consider the report and make any appropriate recommendations to Cabinet
	Update on the Work of the Tourism Informal Working Group			
	Southgates Regeneration Area Update	Update	Jemma Curtis and officers from NCC	To receive an update.
17th October 2023	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
28th November 2023	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
9th January 2024	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
	Cabinet Report – St Georges Guildhall RIBA Stage 3 and project Scope	Cabinet Report	Mike Auger	To consider the report and make any appropriate recommendations to Cabinet.
20th February 2024	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
16th April 2024	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting

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To be scheduled

- Heacham Beach Development opportunities
- Hunstanton Masterplan Update
- Southgates Masterplan

- Local Plan Update
- Report of the Tourism Informal Working Group
- Review of Task Groups and Informal Working Groups Terms of Reference:
 - Custom and Self Build Policy Development Task Group
 - Guildhall and Creative Hub Task Group
 - Tourism Informal Working Group

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
1 August 2023	West Winch Collaboration Agreement	Key	Cabinet	Development and Regeneration Exec Dir – G Hall		Private- Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Staff Pay Award 2023/24	Key	Council	Leader Asst Dir – B Box		Public
	Revenue Outturn 2022/23	Key	Council	Finance Asst Dir – Resources		Public
28	Capital Outturn 2022/23	Key	Council	Finance Asst Dir – Resources		Public
	Council Tax Support – Draft Scheme for 2024/25	Key	Cabinet	Finance Asst Dir – Resources		Public
	Continuation of the Borough Council as part of the CNC Building Control Partnership	Non	Cabinet	Regeneration and Development Asst Dir S Ashworth		Public
	Appointment of representatives to inquorate parishes	Non	Council	Leader Chief Executive		Public
	Local Authority Housing Fund - Round 2			People & Communities Asst Director – D Hall		Public
	Cabinet Task Groups	Non	Cabinet	Chief Executive		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
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26 September 2023	Overnight Campervan parking in Hunstanton	Non	Cabinet	Leader Asst Director – M Chisholm		Public
	5 Year Mart Agreement	Non	Cabinet	Tourism Events & Marketing Exec Dir – G Hall		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
29	King's Lynn Town Football Club	Non	Cabinet	Property Asst Dir – M Henry		Private- Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Lynnsport One	Key	Council	Regeneration & Development Asst Dir Companies & Housing Delivery – D Ousby		Public
	Members Allowances	Key	Council	Leader Monitoring Officer		Public
	Southend Road Hunstanton	Key	Cabinet	Regeneration & Development Asst Dir – D Ousby		Public
	Alive West Norfolk Fees and Charges	Non	Cabinet	Tourism Events & Marketing Alive West Norfolk		Public
	Assets of Community Value	Non	Council	Property and Corporate Services Monitoring Officer		Public
	Asset Management Land and Property – Nar Ouse Regeneration Area – Land Sale	Key	Cabinet	Property Asst Dir – M Henry		Private- Contains exempt Information under para 3 – information relating to the

						business affairs of any person (including the authority)
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Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
31 October 2023						
	Corporate Business Plan	Key	Cabinet	Leader Chief Executive		Public
	People and Skills	Non	Cabinet	Business Asst Director – D Hall		Public
30	Care and Repair Contract	Key	Cabinet	People and Communities Asst Dir – M Whitmore		Private- Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
5 December 2023						
	Council Tax Support Scheme – Final Scheme 2024/25	Key	Council	Finance Asst Director – Resources		Public
	Care and Repair Contract		Cabinet			

Date of	Report title	Key or	Decision Maker	Cabinet Member and Lead	List of	Public or Private
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meeting		Non Key Decision		Officer	Background Papers	Meeting
15 January 2024						
	West Norfolk Shared Prosperity Funding update	Key	Cabinet	Business Asst Director – D Hall		Part Public Part Private Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
6 February 2024						
	St George's Guildhall RIBA Stage 3 and project scope	Key	Cabinet	Regeneration & Development Asst Dir		Public
	Capital Programme	Key	Council	Finance Asst Director – Resources		Public
	Budget 2024/25	Key	Council	Finance Asst Director – Resources		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
5 March 2024						
	Review of Outside Bodies	Non	Cabinet and Council	Leader		Public

Date of meeting	Report title	Key or Non Key	Decision Maker	Cabinet Member and Lead Officer	List of Background	Public or Private Meeting
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		Decision			Papers	
23 April 2024						

Items to be scheduled

	Notice of Motion 7-21 – Councillor Kemp – Equalities	Non	Council	People & Communities Asst Dir B Box		Public
	Procurement Strategy	Non	Cabinet	Finance Asst Dir – D Ousby		Public
	Review of Planning Scheme of Delegation (summer 23)	Non	Council	Development and Regeneration Asst Dir – S Ashworth		Public
	Redundancy Policy	Non	Council	Leader Exec Dir – D Gates		Public
	Custom and Self Build Site – Stoke Ferry	Non	Cabinet	Regeneration and Development Assistant Director - D Hall		Public

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