

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



# **Special Meeting of the King's Lynn Area Consultative Committee**

## **Agenda**

Thursday, 11th January, 2024  
at 6.00 pm

in the

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





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**KING'S LYNN AREA CONSULTATIVE COMMITTEE  
AGENDA**

**DATE: THURSDAY, 11TH JANUARY, 2024**

**VENUE: COUNCIL CHAMBER, TOWN HALL, SATURDAY  
MARKET PLACE, KING'S LYNN PE30 5DQ**

**TIME: 6.00 pm**

**1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**2. DECLARATIONS OF INTEREST (Page 6)**

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.

These 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.

**3. URGENT BUSINESS**

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

**4. MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under

Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

**5. CHAIRMAN'S CORRESPONDENCE (IF ANY)**

**6. CONSULTATION ON PROPOSALS FOR REVISING KLACC INTO A DECISION MAKING BODY (Pages 7 - 11)**

**7. DATE OF NEXT MEETING**

The next meeting is scheduled for **Monday 29 January 2024** at **6pm** in the **Council Chamber, Town Hall.**

To: Members of the King's Lynn Area Consultative Committee

Councillors M Bartrum, F Bone, S Collop, R Colwell, S Everett (Vice-Chair), D Heneghan, B Jones, C Joyce, A Kemp, J Lowe, J Rust, D Sayers, A Ware and M Wilkinson

Alexa Baker – Assistant Director for Legal, Governance and Licensing (Monitoring Officer)

Mark Whitmore – Assistant Director – Health, Wellbeing & Public Protection & Management Team Representative

Michelle Drewery – Assistant Director Resources/Section 151 Officer

Councillor Parish - Leader

For Further information, please contact:

Kathy Wagg

Borough Council of King's Lynn & West Norfolk

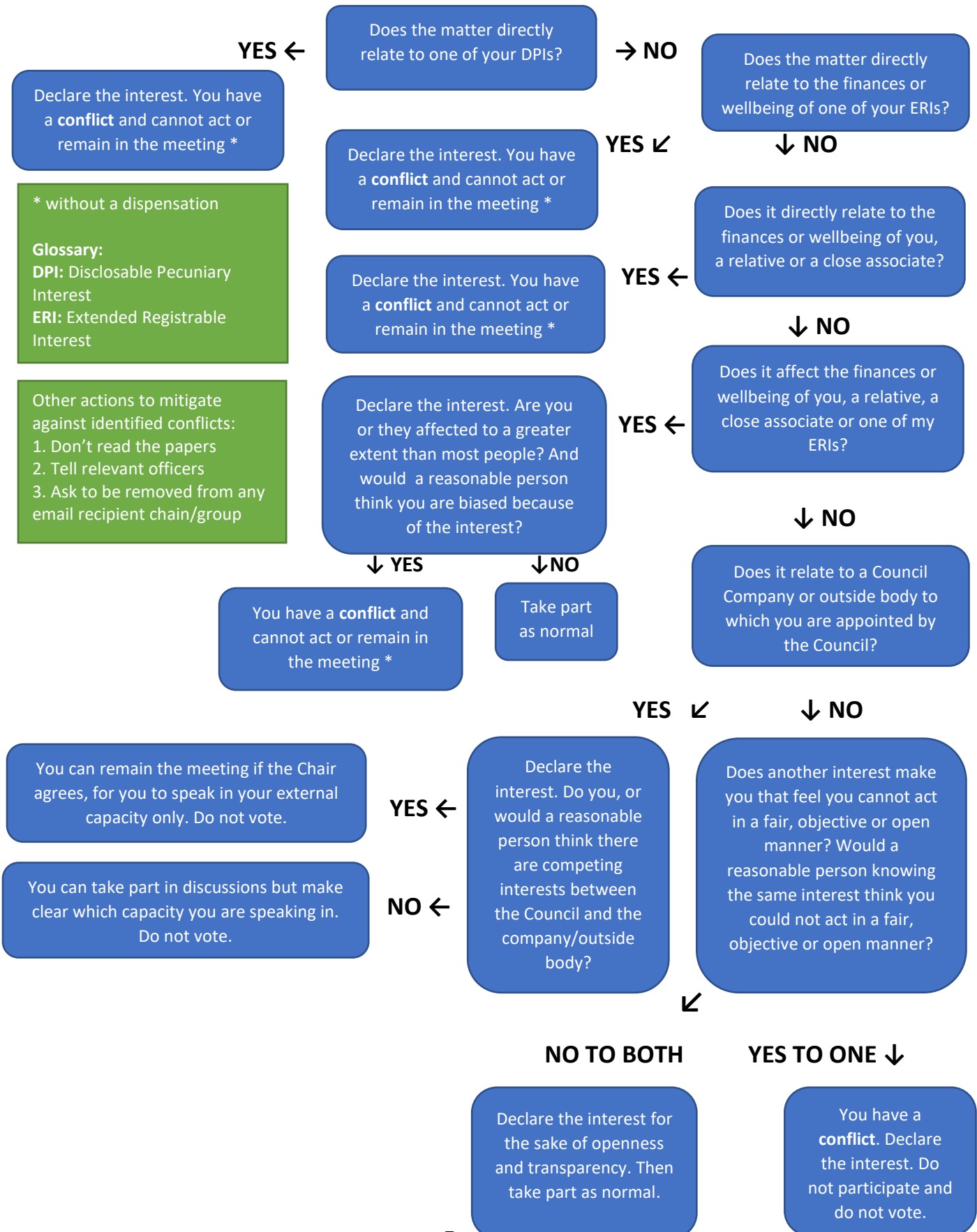
King's Court, Chapel Street

King's Lynn PE30 1EX

# DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



## START



**REPORT TO KINGS LYNN AREA CONSULTATIVE COMMITTEE (KLACC)**

DATE:	2 January 2024		
TITLE:	Consultation on proposals for revising KLACC into a decision making body		
TYPE OF REPORT:	Consultation		
PORTFOLIO(S):	Leader		
REPORT AUTHOR:	Monitoring Officer		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes

**Consultation on proposals for revising KLACC into a decision making body**

<b>PURPOSE OF REPORT</b>
<p>The Council has included within its Corporate Strategy for 2023 – 2027 the following:</p> <p><i>Bring forward proposals to enable the King’s Lynn Advisory and Consultative Committee (KLACC) to become a decision-making body</i></p> <p>The purpose of this report is to put to KLACC Members the potential options and limitations on what a decision-making body could look like, as part of a two-stage consultation process.</p> <p>KLACC Members are invited to debate and consider the areas in which they consider the new body should have decision making powers.</p> <p>Following this consultation, terms of reference will be produced and presented to a future meeting of KLACC with a view to proposals for a new decision-making body being submitted to Cabinet in March 2024.</p>
<b>KEY ISSUES:</b>
<ol style="list-style-type: none"> <li>1. The legal nature of the body that is created;</li> <li>2. The remit and decision-making powers of the newly created body; and</li> <li>3. The name of the newly created body.</li> </ol>
<b>OPTIONS CONSIDERED:</b>
The paper details various options in relation to the three issues identified above.
<b>RECOMMENDATIONS:</b>
KLACC Members’ views are sought as a consultation exercise on the options available for KLACC becoming a decision-making body.
<b>REASONS FOR RECOMMENDATIONS:</b>
To deliver the Council's Corporate Strategy.

## **REPORT DETAIL**

### **1. Introduction**

- 1.1 The Council established the King's Lynn Advisory and Consultative Committee (KLACC) to provide a forum in which matters affecting the unparished areas of King's Lynn could be discussed. KLACC also acts as a consultative forum on various matters and can make recommendations to Cabinet on proposed highway improvement schemes within the area.
- 1.2 KLACC consists of 14 Councillors representing the wards of the unparished areas of Kings Lynn. The legal status of KLACC is that of an advisory committee and therefore does not have any decision-making powers.

### **Current KLACC Terms of Reference:**

#### **Terms of Reference and Operational Model**

##### **Role**

The role of the Committee is to:

Enable Borough Councillors from the unparished area of King's Lynn to meet together to discuss issues of mutual interest which have implications beyond the boundaries of individual wards. Recent examples might include the proposed Saddlebow Incinerator.

To act as a consultative forum on issues affecting the whole or the majority of the unparished area of King's Lynn. Recent examples might include the most appropriate location for the Parkour equipment, and planning applications for major developments.

To act as a consultative forum on the funding raised by, and utilisation of the King's Lynn Special Expenses, and to offer input on priorities for this expenditure and if appropriate the level of funds to be raised.

To encourage community engagement within King's Lynn.

Within the deadlines of the Scheme and in a timely fashion to feed into the Council's budget process, make recommendations to Cabinet on proposed highway improvement schemes, which have been supported by a business case and are within the unparished areas of King's Lynn and West Lynn, for match funding through the County Council's Parish Partnership Programme, or similar parish funding schemes.

- The Committee will meet on a quarterly basis and be supported by Democratic Services and a senior officer. The King's Lynn Area Advisory Committee will continue to operate after 1<sup>st</sup> May 2015 in its current format for a period of 4 years.

##### **Membership**

All of the Borough Councillors representing the unparished area of King's Lynn.

The Committee shall appoint its own Chairman and Vice-Chairman.

##### **Other Bodies**

It is not intended that the Committee should usurp or replace the role or responsibility for individual Councillors. In particular to address matters which relate to their individual ward.

## **2. Proposal/Post Implementation Review/Monitoring Report.**

- 2.1 The Council has set out to revise KLACC into a decision-making body as part of its Corporate Strategy.
- 2.2 KLACC Members are invited to debate and consider the areas in which they consider the new body should have decision making powers and how residents would be engaged with to inform decisions taken.

## **3. Issues for the Panel to Consider**

- 3.1 KLACC's views on the following key areas as sought:

- 3.1.1 The legal nature of the body that is created;
- 3.1.2 The remit and decision-making powers of the newly created body; and
- 3.1.3 The name of the newly created body.

### The legal nature of the body that is created

- 3.2 There are two primary options available for creating a decision-making body:

- 3.2.1 *A free-standing non-executive (i.e. a Full Council function) committee.* The Committee would have terms of reference setting out the remit in which it could act, set by Full Council. This Committee would need to be politically proportional and therefore it would not be possible to have a decision-making body solely made up of ward members from unparished areas of King's Lynn, unless Groups were willing to give up seats to enable this.
- 3.2.2 *An executive area committee.* This would also be a free-standing committee but legislation requires that the membership be made up of only members from the area it covers. This can be set up as an executive function, which will have increased alignment with the current decision-making powers which sit with Cabinet.

### The remit and decision-making powers of the newly created body;

- 3.3 Members are firstly invited to consider the current terms of reference, in particular those it would wish to retain.
- 3.4 The decision-making powers that a new body could have can include authorising the spend of allocated budget, within defined parameters and always subject to the Council's policy framework and overall budget.
- 3.5 Within the current budget there are two reserves which can be allocated to a new decision-making body. The first, which sits at £10,800.00, has already been approved to be allocated to KLACC and relates to the income generated through Covid from the use of the South Lynn Community Centre. The second, which sits at £35,500.00, has a current allocation towards Fairstead and South Lynn community centres. Members are invited to consider the appropriate parameters in which the new body could decide how to allocate this funding, for example using it towards match funding for play equipment areas, retaining it for the community centre use for example towards new boilers etc. or using it towards generating income for example social media marketing in relation to the



community centres. Members are invited to consider appropriate caps on individual spend.

- 3.6 Once the allocated reserves are exhausted, the only remaining funding (excepting a specific Full Council budget allocation) for the new body would be in connection with special expenses. This would either result from a) specific items currently charged to special expenses for King's Lynn being stripped out, leaving surplus for other expenses or b) increased income from the community centres rendering a surplus of special expenses which the decision-making body could allocate elsewhere. Members are reminded that the setting of special expenses would remain a Full Council function.
- 3.7 Members are invited to consider a more robust role a new body could play in monitoring special expenses throughout the year, in particular in areas of underspend and overspend and directing corrective action and enabling proposals to be formulated for special expenses for the following year, where possible.
- 3.8 Submitting Community Infrastructure Levy bids would be an explorable option for a decision making body, along with other relevant funding applications. Members are invited to consider the parameters in which applications could be submitted and note that the Council will have to provide officer resource for such applications, which will be finite.
- 3.9 Members are invited to consider how communities would be engaged to support the decision-making powers of a new body.

#### The name of the newly created body

- 3.10 Members are invited to consider what a new decision-making body would be called.

#### **4. Corporate Priorities**

Revising KLACC into a decision-making body is set out within the Council's Corporate Strategy under the priority of: *Efficient and effective delivery of our services.*

#### **5. Financial Implications**

Financial implications will be set out in the second stage of consultation once Members' initial views have been obtained.

#### **6. Any other Implications/Risks**

None at this initial consultation stage.

#### **7. Equal Opportunity Considerations**

None at this initial consultation stage.

#### **8. Environmental Considerations**

None at this initial consultation stage.

#### **9. Consultation**

The purpose of this report is to consult.

## **10. Conclusion**

KLACC Members' views are sought as a consultation exercise on the options available for KLACC becoming a decision-making body.

## **11. Background Papers**

None