

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET DECISION SHEET

Decision Sheet from the Meeting of the Cabinet held on Tuesday, 10th December, 2024 at 6.00 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor A Beales (Chair)
Councillors M de Whalley, J Moriarty, C Morley, S Ring, J Rust and S Squire

Apologies for absence were received from Councillor B Anota

1 MINUTES

RESOLVED: The Minutes of the Meeting held on 5 November 2024 were agreed as a correct record and signed by the Chair.

2 URGENT BUSINESS

None

3 DECLARATIONS OF INTEREST

None

4 CHAIR'S CORRESPONDENCE

None

5 MEMBERS PRESENT UNDER STANDING ORDER 34

Councillor A Ware attended under standing order 34.

6 CALLED IN MATTERS

There were no called in matters.

7 FORWARD DECISIONS

The Forward Decisions were noted.

8 MATTERS REFERRED TO CABINET FROM OTHER BODIES

1) The Corporate Performance Panel on 27 November 2024
considered the recommendations from its Working Group on Taxi

Testing and made the following recommendations that the Cabinet was invited to consider to consider:

“1. The Informal Working Group make the following recommendations to the Corporate Performance Panel (“CPP”) for onwards recommendation to Cabinet in terms of preparation for the next taxi testing contract:

- a. The new tender to be advertised on Delta E-Sourcing and Find-A-Tender, and the Council’s own website. Any contractor wishing to apply shall be advised to register on Delta. Direct invitations from the Delta tender box shall not be sent.
- b. All correspondence after the competition is opened to be sent through the Delta portal. All enquiries received outside the portal are to be redirected through Delta.
- c. To consider and discuss with the legal team, including in the Contract Standing Orders, the ability to invite bidders to tender.
- d. In line with the new Procurement Act 2023 for under threshold procurements, checks would be put in place to ensure that businesses were bona fide businesses. Financial information could be requested, but businesses showing a loss in accounts would not be excluded from then being awarded a contract. The reason for requiring financial information was purely to evidence that the business was legitimate.
- e. Questions and criteria to be included in the tender process would need to be agreed with officers, in consultation with the Portfolio Holder for Planning and Licensing.
- f. It would not be left to the discretion of one officer if additional stations were brought forward to become testing stations after the initial contract was awarded. Consultation with the Portfolio Holder for Planning and Licensing would be required.

Whilst not strictly falling within the terms of reference of the IWG, this additional recommendation was made for CPP’s consideration:

- g. Should an external review of Council processes be required, it should be instructed in writing by an officer independent of the originating matter and not involved in any previous internal review.

2. The Taxi Testing Informal Working Group has now concluded its work and is disbanded.”

Cabinet agreed that the recommendations required further consideration so proposed the matter was deferred.

RESOLVED: That consideration of the recommendations be deferred for further consideration.

All of the following recommendations were taken into account on consideration of each item.

- 2) **The Corporate Performance Panel** on 27 November 2024 had considered the Q2 Corporate Performance Management report and supported the recommendations.
- 3) **The Environment and Community Panel** on 3 September and 26 November 2024 had passed its comments supporting the:
 - The Notice of Motion 15/23 – Wash East Coast Management Strategy – Unit C - Technical report. (contained within the report)
 - Community Governance Review for Burnham Market
- 4) **The Audit Committee** on 3 October 2024 had made recommendations supporting the Audit Committee Terms of Reference (contained within the report)
- 5) **The Regeneration and Development Panel** on 19 November 2024 had made recommendations supporting the West Norfolk economic Strategy
- 6) The **Joint Panels** on 3 December 2024 had met to consider the Investments Options for Leisure Assets and supported the recommendations.

9 **COMMUNITY GOVERNANCE REVIEW - BURNHAM MARKET**

RECOMMENDED: That Officers be requested to conduct a Community Governance Review in respect of Burnham Market Parish Council to potentially reduce parish councillor numbers.

Reason for Decision

The proposal to reduce councillor numbers appears to be well-reasoned, but can only be determined by a Community Governance Review rather than any other legal mechanism.

10 **CIL ARRANGEMENTS FOR 2025**

RESOLVED: That the existing CIL Governance and Spending Policy Document 2024 roll forward to allow the January 2025 round of CIL Spending applications to be submitted and considered by CIL Spending Panel to decide applications for funding under £50,000 with recommendations to Cabinet for those that exceed £50,000.

Reason for Decision

For the round of CIL Spending applications to take place in January 2025.

11 **WHITE RIBBON CAMPAIGN**

RESOLVED: 1) That the Council commit to achieving White Ribbon UK accreditation.

2) That the budget required to support the achievement and ongoing commitment to accreditation be allocated.

Reason for Decision

White Ribbon UK accreditation would build on the Council's existing commitment to preventing domestic abuse by enabling the Council to:

- Demonstrate commitment to preventing harassment, abuse and violence against women and girls.
- Create safer communities and a safer work environment.
- Meet legislative duties, such as those defined within the Equality Act 2010 and Domestic Abuse Act 2021.

Support the Government priority to end violence against women and girls (VAWG), as outlined in the [‘Tackling Violence Against Women and Girls Strategy’](#), July 2021.

12 **AUDIT COMMITTEE TERMS OF REFERENCE**

RECOMMENDED: 1) That the updated Terms of Reference for the Audit Committee be adopted.

2) These terms of reference replace the current Terms of Reference in Part 3 of the Constitution and SO29 be amended to include reference to up to 2 Independent co-opted Members.

Reason for Decision

To enable the Audit Committee to continue to fulfil its role as required by the Accounts and Audit Regulations 2015 and in accordance with the latest guidelines provided by CIPFA.

13 **Q2 2024-25 PERFORMANCE MANAGEMENT**

RESOLVED: That the Performance Management Report and its delivery against the Corporate Strategy be noted.

Reason for Decision

Cabinet should use the information within the management report to review progress on the agreed actions and indicators and satisfy themselves that performance is at an acceptable level. Where progress is behind schedule members can seek additional information to explain variances.

14 **NOTICE OF MOTION 15/23 - WASH EAST COAST MANAGEMENT STRATEGY - UNIT C - TECHNICAL REPORT**

RECOMMENDED: That the recommendation made by the Environment and Community Panel in response to Notice of Motion 15/23 be supported and Council be invited to note the recommendation below:

“The Environment and Community Panel noted the progress and supports the future work on the Wash East Coast Management Strategy review and requested future updates on progress”

Reason for Report

This report is in response to the Notice of Motion 15/23 from Council meeting 19th October 2023.

15 **WEST NORFOLK ECONOMIC STRATEGY**

RECOMMENDED: 1) That the West Norfolk Economic Strategy (attached as an appendix to the report) be endorsed.

2) That the revised King’s Lynn Town Board vision and priorities as detailed in section 4 of the report be endorsed.

Reason for Decision

To ensure West Norfolk is in a strong policy position, supported by a robust evidence base to enable the delivery of the new Corporate Strategy objectives. The adoption of an Economic Strategy will determine the priorities for investment and support the ability to secure investment for economic growth in West Norfolk. of

16 **INVESTMENT OPTIONS FOR LEISURE ASSETS**

RESOLVED: 1) That officers be authorised to progress Option Three detailed in Section 3.3 of the report and the related Options One and Two, detailed in Section 5 of the report, to RIBA Stage Two to enable a full Business Case to be developed for presentation to Cabinet in due course.

2) That Cabinet funding of £450k be allocated to the project from the 'Invest to Save' fund to enable work to be progressed to the stage set out in 6.1.1 of the report.

3) That delegated authority be given to the Chief Executive, in consultation with the Corporate Governance Manager and Monitoring Officer to enter into a Framework Contract to carry out the Project

Reason for Decision

To enable the council to undertake more detailed planning and consideration of the business case and potential capital costs of relocating St James Swimming Pool to Lynnsport or another town centre location, and a rebuild of the Oasis Leisure Centre in Hunstanton.

The meeting closed at 7.36 pm