

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET DECISION SHEET

Decision Sheet from the Meeting of the Cabinet held on Tuesday, 14th January, 2025 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 and J Rust

Apologies for absence were received from Councillor B Anota

1 **MINUTES**

RESOLVED: The Minutes of the meeting held on 10 December 2024 were agreed as a correct record and signed by the Chair.

2 **URGENT BUSINESS**

There was no urgent business.

3 **DECLARATIONS OF INTEREST**

Councillor J Moriarty declared a pecuniary interest in the Council Tax Discount Resolution 2025/26 item and left the meeting during its consideration.

4 **CHAIR'S CORRESPONDENCE**

There was no correspondence.

5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillors S Bearshaw and A Kemp attended under standing order 34.

6 **CALLED IN MATTERS**

There were no called in matters.

7 **FORWARD DECISIONS**

The Forward decision list was noted.

8 **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

The following panels had considered all the reports on the agenda, and supported their recommendations, with CPP suggesting a small

amendment to the membership of the Transformation programme Board make up, which was accepted:

Corporate Performance Panel - 7 January 2025

Environment and Community Panel - 8 January 2025

9 **TRANSFORMATION PROGRAMME**

RESOLVED: 1) That the contents of the report and the emerging Transformation Programme be noted, with the addition of a 5th theme on the risk mitigation for Climate and the Environment.

2) That politically representative member involvement be established on the Transformation Programme Board to be chaired by the Chief Executive.

Reason for Decision

To establish a formal governance framework for the delivery of the Transformation Programme, delivering defined outcomes through effective management and oversight. To take into account the suggestion of the Corporate Performance Panel on the membership of the Board.

10 **COUNCIL TAX DISCOUNT RESOLUTION 2025/26**

RECOMMENDED: 1) That the following discounts and premiums be recommended to Council for 2025/2026:

Class A Second Homes Discount for 2025/2026:

- No reduction, i.e. a 0% discount;

Class B Second Homes Discount for 2025/2026:

- No reduction i.e. a 0% discount, plus
- An additional premium of 100%

Class C Empty / Unfurnished Discount 2025/2026:

- 0% for both the initial and follow on periods

Long-Term Empty Property Premiums (Levy):

- 100% for properties empty between one and five years,
- 200% for properties empty longer than five years, and
- 300% for properties empty longer than ten years.

Class D Uninhabitable Properties:

- 25% for 12 months starting on the day the property becomes uninhabitable; then:
- 0% once the 12 month period has expired;

2) That the Exceptions Policy as summarised below and detailed at Appendix 3 to the report be agreed.

3) That the government guidance of November 2024 as included at Appendix D to the report be noted.

Reason for Decision

To ensure the discounts, premiums and exceptions policy for Second Homes and Long-Term Empty properties are agreed for 2025/2026.

11 **REVIEW OF HACKNEY CARRIAGE & PRIVATE HIRE LICENSING FEE LEVELS**

RECOMMENDED: 1) That the new fee structure for drivers of hackney carriages and private hire vehicles be approved.

2) That the new fee structure for private hire operators be approved.

3) That the new fee structure for vehicles and other sundry matters attached in the fee structure of the report be approved..

Reason for Decision

The recommendation is put forward to ensure that the costs of delivering the taxi licensing service can be fully met directly from the relevant licence fees.

12 **REVISION OF HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING PROCEDURES AND CONDITIONS**

RECOMMENDED: That the new hackney carriage and private hire procedures and conditions document be approved.

Reason for Decision

Procedures and conditions ensure that public safety is maintained and are necessary in addition to legislation as new guidance and standards are issued.

13 **HOUSING SUPPORT SERVICES**

RESOLVED: 1) That £756,600 of funding, ringfenced for homelessness services, be spent on the procurement of an Intensive Support Service and an Early Intervention Service.

2) That the spending on this service be derived from ringfenced government grants in the first instance and ringfenced reserves to make up any shortfall.

Reason for Decision

To support the implementation of the council's Homelessness and Rough Sleeping Strategy 2024-2029.

14 **BUDGET MONITORING REPORT**

RESOLVED: That the contents of the report for the period be noted.

Reason for Decision

To ensure Cabinet are informed of the Council's financial position and can take corrective action where needed if necessary.

15 **MEMBERS ALLOWANCES 2024/25**

RECOMMENDED: That an increase of 4.1% for all Member allowances for the year 2024/25 with effect from 1st April 2024 be approved.

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.

16 **SOCIAL VALUE POLICY**

RECOMMENDED: 1) That the Social Value Policy attached as Appendix 1 to the report be approved with the amendment of the date in 3.3 of the policy to 2025/26.

2) That authority be delegated to the Monitoring Officer in consultation with the Portfolio Holder for Finance to make revisions to the Social Value Policy to reflect updates within the National Procurement Policy Statement issued under section 13(3)(c) of the Procurement Act 2023.

Reason for Decision

Adopting the Social Value Policy supports compliance with current legislative requirements while establishing a foundation to embed social value into the Council strategic decision-making. This approach positions the Council to develop a broader framework in 2025/26, integrating social value into procurement and other functions to drive economic, social, and environmental benefits for the community.

17 **PROCUREMENT POLICY AND CONTRACT STANDING ORDERS**

RECOMMENDED: That the adoption of the Contract Standing Orders attached as Appendix 1 to the report, into the Constitution from and including 24 February 2025 as a replacement to the current Contract Standing Orders be approved.

RESOLVED: 1) That the Procurement and Contract Management Strategy attached as Appendix 2 to the report be approved.

2) That authority be delegated to the Monitoring Officer in consultation with the Portfolio Holder for Finance to make revisions to the Procurement and Contract Management Strategy to reflect relevant changes within the revised National Procurement Policy Statement issued under section 13(3)(c) of the Procurement Act 2023.

Reason for Decision

To modernise the Council's processes for procuring and entering contracts, to update the Council's strategic approach to procurement to ensure alignment with corporate priorities and to ensure compliance with the new statutory regime.

The meeting closed at 7.07 pm