

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET DECISION SHEET

Decision Sheet from the Meeting of the Cabinet held on Tuesday, 4th March, 2025 at 6.00 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors Beales (Chair), Ring (Vice Chair), de Whalley, Moriarty, Morley, Rust and Squire.

PRESENT UNDER STANDING ORDER 34: Councillors Bearshaw and Lintern.

OFFICERS:

James Arrandale – Deputy Monitoring Officer

Stuart Ashworth – Assistant Director, Environment & Planning

Alexa Baker – Monitoring Officer

Nicola Cooper – Place Based Investment Programme Officer

Jemma Curtis – Regeneration Programmes Manager

Debbie Ess – Corporate Performance Officer

Duncan Hall – Assistant Director, Regeneration, Environment & Place

Hannah Wood Handy – Planning Control Manager

1 **MINUTES**

RESOLVED: The minutes of the meeting held on 4th February 2025 were approved as a correct record and signed by the Chair.

2 **URGENT BUSINESS**

There was none.

3 **DECLARATIONS OF INTEREST**

There was none.

4 **CHAIR'S CORRESPONDENCE**

There was none.

5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillors Bearshaw and Lintern.

6 **CALLED IN MATTERS**

There was none.

7 **FORWARD DECISIONS**

The Forward Decisions List was noted.

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

Comments from the Panels were taken into consideration on the items below:

- Corporate Performance Panel 26th February 2025 – 2024-2025 Quarter 3 – Performance Management
- Corporate Performance Panel 26th February 2025 – Planning Code of Good Practice
- Corporate Performance Panel 26th February 2025 – Appointments Board/IDC Terms of Reference
- Environment and Community Panel – 25th February 2025 – King's Lynn Cultural and Heritage Strategy
- Environment and Community Panel – 25th February 2025 – West Norfolk Shared Prosperity Fund

9 **2024-25 Q3 PERFORMANCE MANAGEMENT**

RESOLVED: Cabinet reviewed the Performance Management Report and commented on delivery against the Corporate Strategy.

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 acceptable level. Where progress is behind schedule members can seek additional information to explain variances.

10 **PLANNING MEMBER CODE OF GOOD PRACTICE**

RECOMMENDED: That the new planning member code of conduct, attached to the report be adopted.

Reason for Decision: To ensure that in their dealings with planning decisions, councillors act in accordance with the law, best practice and guidance.

11 **CIL PANEL APPLICATIONS OVER £50,000 FOR DECISION BY CABINET**

RESOLVED: Cabinet considered and approved the funding for applications for CIL Infrastructure Funding.

Reason for Decision: To ensure that the CIL monies collected are being spent on appropriate infrastructure projects to reflect the growth of population occurring in West Norfolk.

APPOINTMENTS BOARD/IDC - TERMS OF REFERENCE

RECOMMENDED:

1. That the IDC Terms of Reference should be amended as follows:
 - i. Paragraph A.5 should be deleted.
 - ii. Insert new A.12: *“The Monitoring Officer is nominated to assess the allegation to determine whether it falls within the remit of the procedure, or whether it is clearly unfounded or trivial or can best be dealt with under some other procedure (the Initial Filter Exercise). Either of the Deputy Monitoring Officer or the Head of Personnel is delegated authority to carry out this role if it is not possible or appropriate for the Monitoring Officer to do so. The Monitoring Officer (or substitute officer above) shall report to the Chair of the IDC if they determine that an allegation does not fall within the remit of this procedure.”*
 - iii. Insert new A.13: *“For the purposes of the Initial Filter Exercise above, the Monitoring Officer is delegated authority to carry out any preliminary inquiries that are needed. Either of the Deputy Monitoring Officer or the Head of Personnel is delegated authority to carry out this role if it is not possible or appropriate for the Monitoring Officer to do so.”*
2. That the Standards Committee Terms of Reference should be amended as follows:

Insert new E.17: “Act as Grievance Committee where required in grievance matters concerning the Chief Executive, in accordance with the JNC Model Code. For this purpose, five Standards Committee members shall be convened with political proportionality (or three members if this is not possible), none of whom shall be members of the IDC or the Appeal Committee.

For the purposes of fulfilling the Council’s adopted grievance procedures in accordance with the JNC Model Code, Standards Committee nominates the Monitoring Officer to act as Receiving Officer. Where the Monitoring Officer cannot so act, qualifying members of the Standards Committee (i.e. non-members of the IDC and Appeals Committee) shall nominate a Monitoring Officer from a neighbouring authority to act as the Receiving Officer.”

Reason for Decision:

To clarify the relevant arrangements and to maintain consistency with national best practice.

13 **KING'S LYNN CULTURAL AND HERITAGE STRATEGY**

RESOLVED:

1. Endorse the King's Lynn Culture & Heritage Strategy as set out in appendix 1.
2. Establish the new governance structure and recruitment of steering group as set out in section 3.
3. Delegate authority to the Assistant Director for Housing, Regeneration & Place in consultation with the Deputy Leader & Portfolio Holder for Business to review existing Service Level Agreements with cultural organisations to align their activities and outputs in line with the priorities identified in the Strategy.
4. Delegate authority to the Assistant Director for Housing, Regeneration and Place in consultation with the Portfolio holder of Business to agree resourcing requirements to support and implement the strategy, subject to appropriate organisational processes.

Reason for Decision: The C&HS provides the strategy policy and framework for the Council and a wide range of partners including cultural organisations, communities, education institutes and the private sector. The strategy will guide use of resources and funding which will open up opportunities for investment in our cultural sector in line with the corporate priority to support growth and prosperity and the priorities from the West Norfolk Economic Strategy.

14 **WEST NORFOLK SHARED PROSPERITY FUND**

Cabinet considered recommendations 1, 3 and 4 in open session and resolved to exclude the press and public for consideration of recommendation 2.

RESOLVED:

1. Approve alignment of 2025/26 UKSPF investment with the West Norfolk Economic Strategy.
3. Approve proposals in Section 4 for investment of REPF funding for 2025/26 should an additional allocation be awarded.
4. Delegate authority to the Assistant Director for Regeneration, Housing & Place in consultation with the Portfolio Holder for Business to approve budget allocation variations (including removal of any ongoing funding for at risk projects) of UKSPF funding for 25/26 to ensure fulfilment of spend.

Reason for Decision:

To ensure timely and impactful delivery of the additional year of UKSPF funding stream in line with government guidance, the West Norfolk Economic Strategy, the West Norfolk Investment Plan and Corporate Business Plan objectives. To also enable swift commencement of a REPF investment programme should additional funding be allocated. Delivery of prosperity funding will continue to support residents and business to; build pride in place, provide high quality skills training, support employment opportunities, growth in productivity and increase life chances.

15 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: 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.

16 **EXEMPT - WEST NORFOLK SHARED PROSPERITY FUND****RESOLVED:**

2. Approve the £600,773 UKSPF investment programme for 2025/26 as set out in Table 2, Section 3 in line with the indicative budget allocations in Appendix 1 (EXEMPT).

Reason for Decision:

To ensure timely and impactful delivery of the additional year of UKSPF funding stream in line with government guidance, the West Norfolk Economic Strategy, the West Norfolk Investment Plan and Corporate Business Plan objectives. To also enable swift commencement of a REPF investment programme should additional funding be allocated. Delivery of prosperity funding will continue to support residents and business to; build pride in place, provide high quality skills training, support employment opportunities, growth in productivity and increase life chances.

The meeting closed at 7.15 pm