



Environment and Community Panel

Agenda

Tuesday, 8th April, 2025
at 4.30 pm

in the

**Council Chamber, Town Hall 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, 31 March 2025

Dear Member

Environment and Community Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 8th April, 2025 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 4 - 9)

To approve the minutes of the previous meeting held on the 25th February 2025.

3. Declarations of interest (Page 10)

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.

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 proposed 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. Verbal Update from Freebridge Community Housing on Dairy Way

**8. Domestic Energy Efficiency & Cost of Living Presentation
(Pages 11 - 33)**

9. Work Programme and Forward Decision List (Pages 34 - 41)

10. Date of the next meeting

To note that the next meeting of the Environment and Community Panel is scheduled to take place on **3rd June 2025** at **4:30pm** in the **Council Chamber, Town Hall.**

To:

Environment and Community Panel: T Barclay, P Bland, A Bullen, S Collop (Chair), R Colwell, P Devulapalli, D Heneghan, A Kemp, P Kunes and S Sandell

Portfolio Holders:

Councillor J Rust- Portfolio Holder for People and Communities

Councillor M de Whalley- Portfolio Holder for Climate Change and Biodiversity

Officers

Martin Chisholm- Assistant Director, Operations and Commercial

Jacob Medlock- Housing Standards Officer- Energy Efficiency

External Attendees

Representatives from Freebridge Community Housing

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ENVIRONMENT AND COMMUNITY PANEL

**Minutes from the Meeting of the Environment and Community Panel held on
Tuesday, 25th February, 2025 at 4.30 pm in the Council Chamber, Town
Hall, Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: S Collop (Chair)

Councillors P Bland, R Colwell, P Devulapalli, D Heneghan (Under
Standing Order 34 on Zoom), A Kemp and P Kunes

Portfolio Holders

Councillor M de Whalley, Gayton and Grimston Ward

Officers:

Martin Chisholm – Assistant Director, Operations and Commercial

Anthony Drown- Electoral Services Officer

Andrew Barrett- Electoral Services Manager

Nicola Cooper- Investment Programmes Officer

Tim FitzHigham- Cultural Officer for the Guildhall and Creative Hub

Jemma Curtis- Regeneration Programmes Manager

External attendees:

Representatives from Art Reach

EC69: APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Hodson, Bullen,
Sandell and Ring.

EC70: MINUTES

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

EC71: DECLARATIONS OF INTEREST

There were no declarations of interest.

EC72: URGENT BUSINESS

There was none.

EC73: MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

Councillor Heneghan was present under Standing Order 34 on Zoom.

EC74: **CHAIR'S CORRESPONDENCE**

There was none.

EC75: **COMMUNITY GOVERNANCE REVIEW OVERVIEW**

[Click here to view the recording of this item on YouTube](#)

The Electoral Services Manager summarised the report.

The Chair thanked the Officer for the report and invited questions and comments from the Panel, a summary of which is set out below.

In response to a question from Councillor Kunes, the Electoral Services Manager confirmed a proposal had been received to dissolve Hilgay Parish Council and two separate Parish Council's established for Hilgay and Ten Mile Bank.

In response to Councillor Colwell's question, the Electoral Services Manager explained that two Community Governance Reviews (CGR's) had been submitted. He added one was from Hilgay, as previously mentioned and the other from Burnham Market to reduce the numbers from 11 to 8 Parish Councillors.

Councillor Colwell referred to enquires from residents of West Lynn and sought clarification if a Delegated Decision could be taken for West Lynn to create a Parish Council due to the Local Government Reform. He questioned what residents should do and say for a Parish Council to be created for West Lynn.

The Electoral Services Manager confirmed further detail would be needed and a further conversation with Councillor Colwell could be had at a later time. He added there were different reasons as to why a CGR was done.

Councillor Kemp referred to the comments made by Councillor Colwell and explained residents of West Lynn had the initiative to create a Parish Council to address issues they had concerns about. She questioned how a CGR would be funded to create a Parish Council.

The Electoral Services Manager confirmed the proportion of the funding would not be known and this information was not available at this time.

RESOLVED: The Panel noted the report.

EC76: **CABINET REPORT- WEST NORFOLK PROSPERITY FUNDING (UK SHARED PROSPERITY FUND AND RURAL ENGLAND PROSPERITY FUND) 2025/26 PRIORITIES**

[Click here to view the recording of this item on YouTube](#)

The Investment Programmes Officer gave a presentation on the report.

The Chair thanked the Investment Programmes Officer and invited questions and comments from the Panel, a summary of which is set out below.

Councillor Kunes commented the Boost project was a success with 33 people going back into work.

Councillor Kemp commented the Boost project provided confidence building, improved mental health and overall was good for the Borough. She added she referred residents to the Boost project.

Councillor Colwell sought clarification on when it was expected to find out about the Rural Funding. He commented the light project programme had been well received, and the Borough was known for this project.

The Investment Programmes Officer confirmed it was unknown when a decision would be made.

The Vice- Chair, Councillor Devulapalli referred to the Rural England Prosperity Fund and active travel enhancements. She questioned if there were provisions for rural buses as these were needed and at earlier and later times.

The Regeneration Programmes Manager confirmed this would fall under the Norfolk County Council Bus Service Improvement Plan funding. She explained priorities and allocation of the funding was not yet decided. She explained a survey had been sent to all councillors for their input on the priorities on bus provisions.

The Vice- Chair, Councillor Devulapalli asked if the Panel would recommend further feedback on the survey for rural bus services to be improved.

Councillor Devulapalli was reminded she could attend the Transport Informal Working Group where the feedback from this survey would be presented. Councillor Devulapalli stressed the importance of a bus service from Marham to Downham Market and the boost in the economy.

The Regeneration Programmes Manager commented this was highlighted as an issue in the West Norfolk Economic Strategy

RESOLVED: The Environment and Community Panel supports the following recommendation to Cabinet:

1. Approve alignment of 2025/26 UKSPF investment with the West Norfolk Economic Strategy
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).
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.

EC77: **CABINET REPORT- KING'S LYNN CULTURAL & HERITAGE STRATEGY**

[Click here to view the recording of this item on YouTube](#)

The Regeneration Programmes Officer introduced the report and invited the representative from Art Reach to present the report further.

The Chair thanked the Regeneration Programmes Officer and the representative from Art Reach and invited questions and comments from the Panel, a summary of which is set out below.

Councillor Kemp highlighted the definition of heritage included in the report and questioned why key assets such as Southgates and Redmount were not included in the strategy.

The Cultural Officer confirmed Southgates was included in the strategy on page 8. He explained the definition used was from the National Lottery fund.

Councillor Kunes referred to the report which included late night buses running from town for cultural and heritage events. He commented buses from the town used to run late.

The Vice-Chair, Councillor Devulapalli sought clarification if there was any focus on the Walks or the Riverfront.

The Cultural Officer explained the strategy was developed following consultation with residents.

Councillor Colwell referred to the Riverside as a historic asset and commented the scheme was previously not ambitious enough and the Riverfront area needed to be enhanced.

The representative from Art Reach confirmed the Riverfront was included in the strategy as an action as a priority four as outlined on page 12 of the Strategy.

Under Standing Order 34 on Zoom, Councillor Heneghan supported the strategy and put herself forward to be involved in strategic and task groups. She added she was keen for the Riverside to be developed.

The representative from Art Reach clarified there was a specific action on page 29 of the strategy to develop a Riverside programme.

In response to a question from the Vice Chair the representative from Art Reach confirmed consultation had been carried out with the College of West Anglia. She advised there was not a specific course offered relating to culture and heritage, however the consultation was carried out with students on creative courses.

The Cultural Officer added further creative courses included media, marketing and performance to inspire students about culture and heritage.

Councillor Bland referred to the exhibitions which were held in historic buildings and highlighted it was always the same local schools which attended as rural schools were unable to travel.

Councillor Colwell suggested the Community Grant Scheme could be used to fund travel expenses for rural schools to attend heritage and cultural events.

The Cultural Officer confirmed this could be investigated and considered. It was agreed that the Panel would be advised of a response.

Councillor Colwell questioned if King's Lynn Football Club had been considered in the strategy.

The Cultural Officer advised that while King's Lynn Football Club was a cultural asset, it was being considered within the remit of the leisure strategy.

RESOLVED: The Environment and Community Panel supports the following recommendation to Cabinet:

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.

EC78: **WORK PROGRAMME AND FORWARD DECISION LIST**

Members of the Panel were reminded that an eform was available on the Intranet which could be completed and submitted if Members had items which they would like to be considered for addition to the Work Programme.

RESOLVED: The Panel's Work Programme and Forward Decision list was noted.

EC79: **DATE OF THE NEXT MEETING**

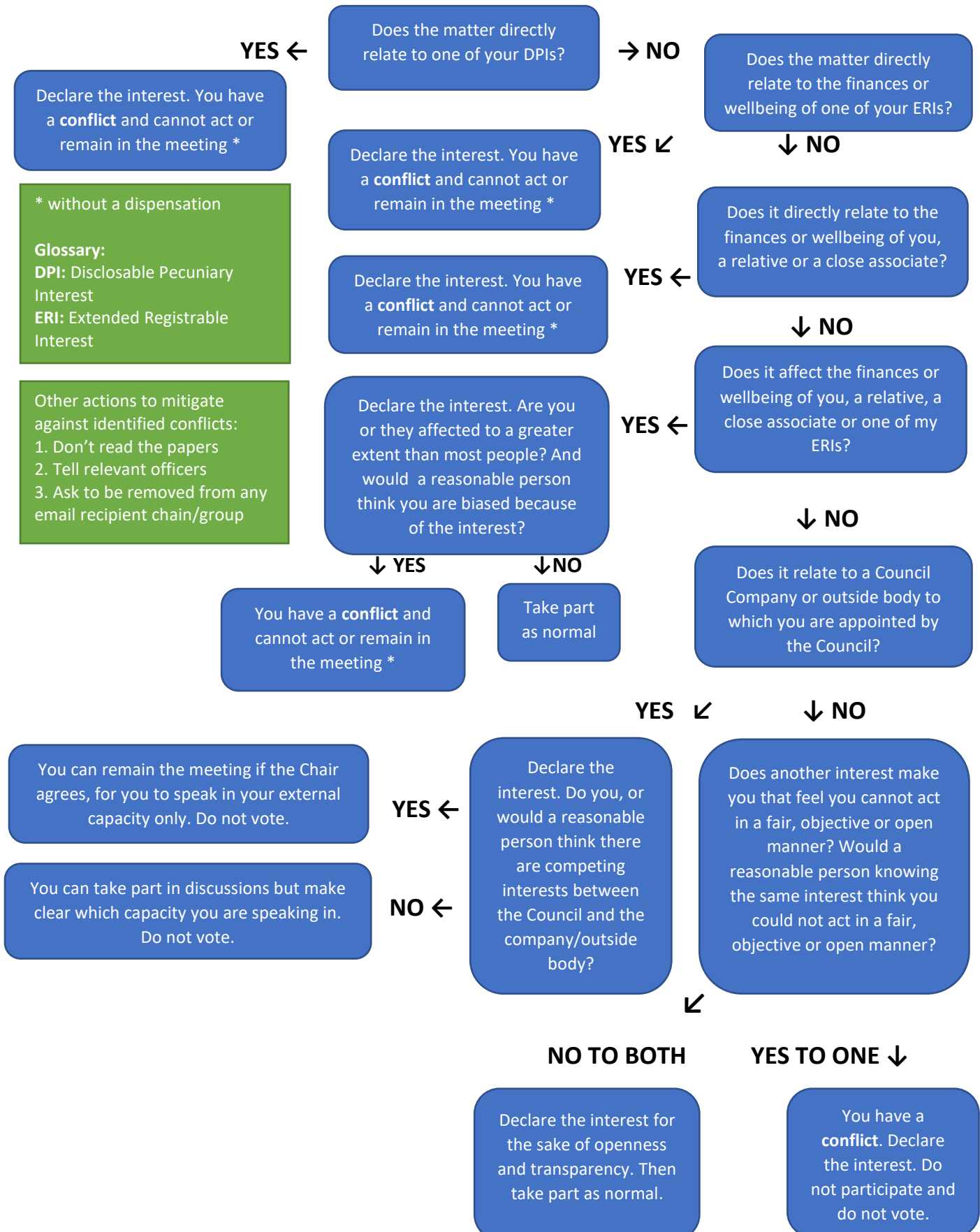
The next meeting of the Environment and Community Panel would be held on **8th April 2025** in the **Council Chamber, Town Hall**.

The meeting closed at 5.59 pm

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Declare the interest. You have a **conflict** and cannot act or remain in the meeting *

* without a dispensation

Glossary:

DPI: Disclosable Pecuniary Interest

ERI: Extended Registrable Interest

Other actions to mitigate against identified conflicts:

1. Don't read the papers
2. Tell relevant officers
3. Ask to be removed from any email recipient chain/group

Domestic Energy Efficiency & Cost of Living

Agenda Item 8

Jacob Medlock
Housing Standards Officer (Energy Efficiency)

Borough Council of
King's Lynn &
West Norfolk



Contents

- 1. Ongoing Schemes**
- 2. Upcoming Schemes**
- 3. Cost of Living Crisis**



1. Ongoing Schemes



Energy Company Obligation (ECO) 4

- ECO 4 is the fourth stage of the governments Energy Company Obligation scheme. As part of its Sustainable Warmth strategy, the government has extended the ECO grant for an extra four years, meaning it will run until March 2026.
- The scheme fully funds the implementation of wall insulation, loft insulation, lighting, clean heating and various other energy efficiency improvements. Otherwise known as a 'full house retrofit'.
- ECO 4 aims to support the least energy efficient homes in England & Wales, with a focus on low-income and vulnerable households.

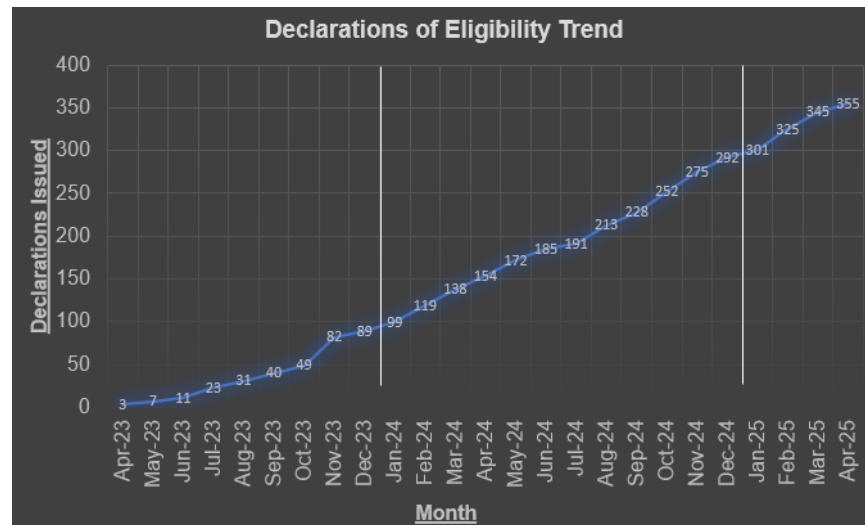
Energy Company Obligation (ECO) 4 – Flexible Eligibility

- The flexible eligibility mechanism within ECO 4 enables local authorities to issue declarations of eligibility to households across the borough.
- The Borough Council of King's Lynn & West Norfolk published its Statement of Intent (SOI) on 27/02/2023 outlining the qualification routes for applicants.
- These routes are as follows:
 1. **Annual income below £31,000 per annum.**
 2. **Households in receipt of certain benefits/proxies.**
 3. **NHS professional & GP referrals (following the council identifying a link between certain health conditions and cold homes).**
 4. **Bespoke Targeting.**

*Our full SOI can be found through the following - [Statement of Intent \(SOI\).pdf](#)

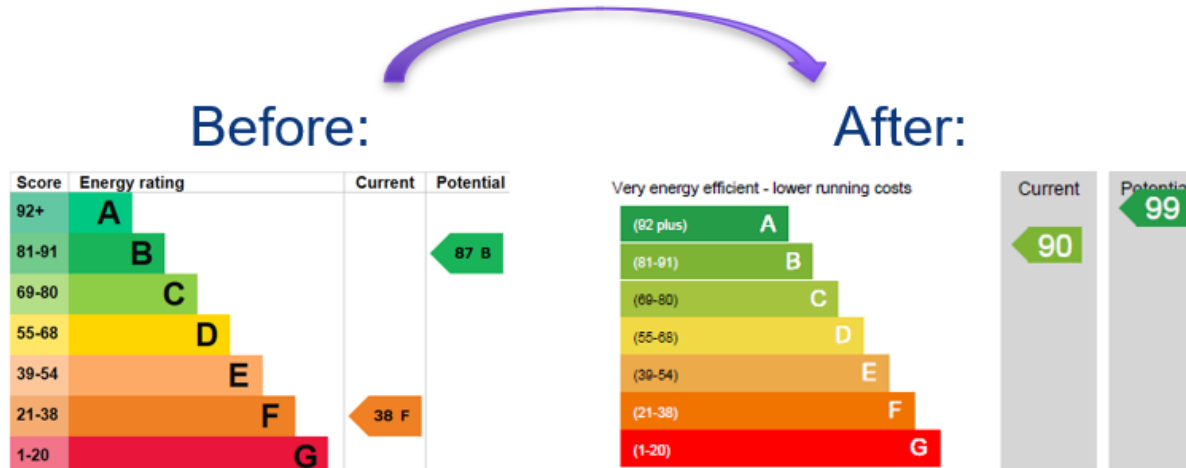
Energy Company Obligation (ECO) 4 – Flexible Eligibility

- Since our Statement of Intent (SOI) went live on 27/02/2023, Housing Standards has issued 355 declarations of eligibility to households across the borough.
- To put this into perspective, only 8 declarations were issued throughout the entirety of ECO 3, so this is a massive improvement.
- A declaration enables a household to access funding for a full house retrofit in accordance with the PAS 2035 regulations.
- A geographical breakdown of the declarations issued can be found through the following - [Energy Company Obligation \(ECO\) Flexible Eligibility Declarations - Google My Maps](#)

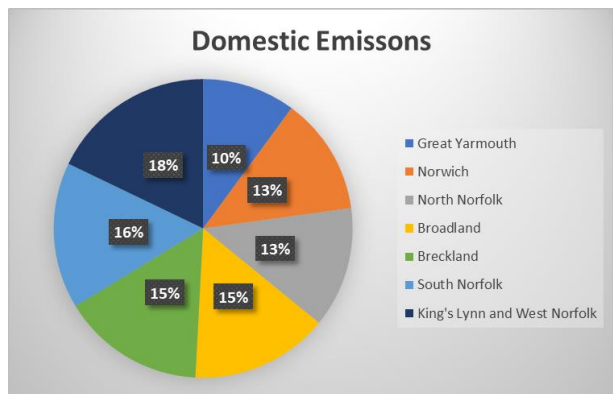


Improvement in EPC Ratings

- An Energy Performance Certificate (EPC) is a legally valid document which provides an energy efficiency rating (displayed on an A-scale) in relation to a property's running costs. This rating will consider the potential energy performance of the property itself (the fabric) and its services (heating, lighting, hot water etc).
 - In accordance with the latest government consultation, all properties should be upgraded to a minimum EPC grade C by 2030, which therefore means that the logging of EPC improvements is pivotal in ensuring adherence to these standards.
 - As a result of Housing Standards work through ECO Flex, **209 properties have been improved to C or above!**
- ⇩
- These improvements are significant in terms of hitting EPC targets and reducing domestic CO2 emissions (more to follow) and below is an example of an improvement made to a property in Feltwell:



Domestic Carbon Dioxide Emissions







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- In 2022, DESNZ published the Norfolk Territorial Emissions profiling the areas of emissions across the county.
- King's Lynn & West Norfolk is currently the highest emitter of domestic CO₂ across Norfolk.

- Whilst the improvement of EPC's across the borough is Housing Standards primary concern, the reduction of CO₂ following a full house retrofit is a significant bi-product worth highlighting.
- Using RdSAP data, we have been able to determine the tonnage of CO₂ emitted per annum before the full house retrofit and the tonnage per annum after the full house retrofit.
- In total, **986 tonnes of CO₂ has been saved per annum!**
- This is equivalent to the emissions from:

230 petrol-powered vehicles driven 
1,095,497 pounds of coal burned 
2,283 barrels of oil consumed 
79,731,896 smartphones charged 

The improvements made through ECO Flex are playing a pivotal part in ensuring that domestic emissions are being reduced across the borough.



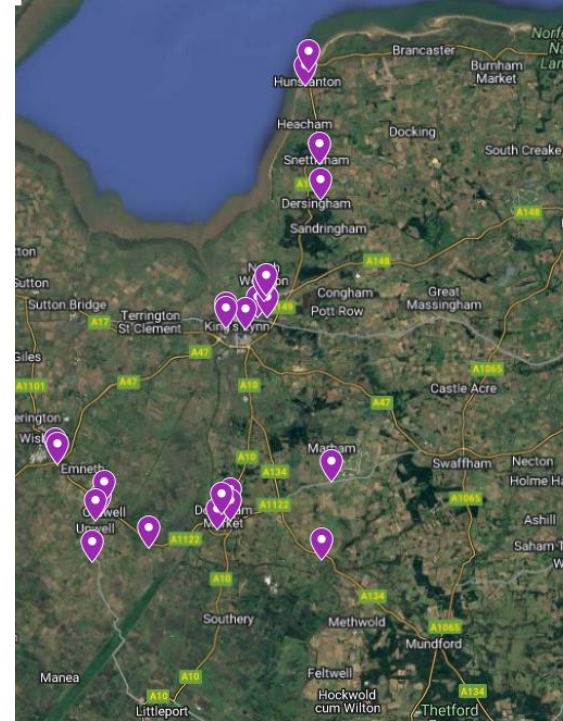
Integrated Care Board (ICB) – Working Together

- Housing Standards, Governance, the ICB & wider NHS Data Protection teams have drawn up and signed a data sharing agreement between the Borough Council & NHS.
- The agreement has enabled Housing Standards to access households across the borough that have an occupant suffering from either a cardiovascular, respiratory, limited mobility or immunosuppression related condition, which makes them automatically eligible for fully funded home improvements through ECO Flex.
- Housing Standards and the ICB will be responsible for the cross referencing of data, administration and delivery of this project.
- Further updates will be provided in due course.



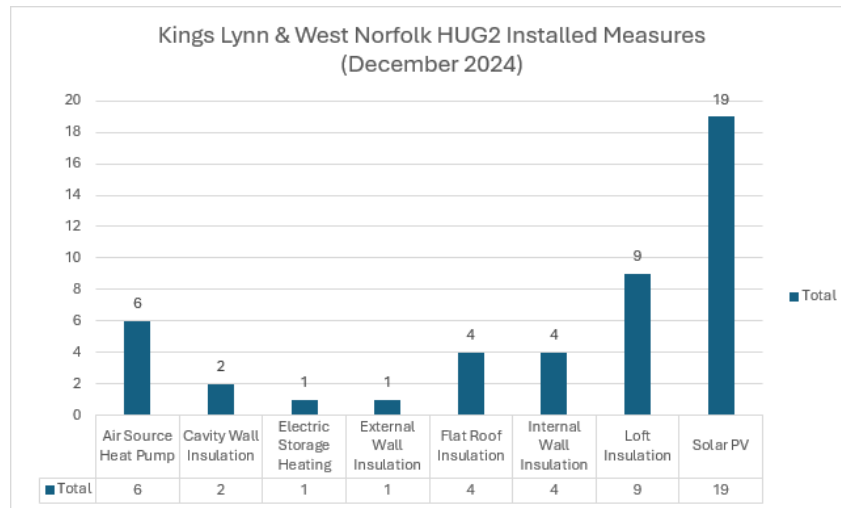
Great British Insulation Scheme (GBIS)

- Whilst the uptake of GBIS has been minimal in comparison to ECO, Housing Standards have been committed to ensuring that the scheme is delivered across the borough.
- Whereas the ECO scheme accommodates full house retrofits, GBIS facilitates the implementation of singular retrofit measures which in most cases is either loft or cavity wall insulation.
- 5 properties have received cavity wall & loft insulation through the scheme and there are currently an additional 13 that are in the process of having works completed.
- A geographical breakdown of the applications can be found below - [Great British Insulation Scheme Referrals - Google My Maps](#)



Home Upgrade Grant (HUG) 2

- HUG 2 is being delivered through the Norfolk Warm Homes team which is a consortium made up of the local authorities from across the county.
- Similarly to ECO 4, HUG 2 accommodates full house retrofits.
- £456,558.66 worth of funding has been obtained so far!
- The following table outlines a comparison between our performance through the first & second waves of funding:



(The above provides a breakdown of the specific measures installed through HUG 2 across the borough).

Wave	Funding Obtained	Properties Improved
Wave 1	£155,279.18	13
Wave 2	£456,558.66	21
	£301,279.48	8

Social Housing Decarbonisation Fund (SHDF) 2.1

- Freebridge have been busy implementing the 2nd wave of the Social Housing Decarbonisation Fund (SHDF) across it's housing stock.
- 167 retrofit measures have been installed across Freebridge's stock.
- Not only are air source heat pumps being installed, but Solar Photovoltaics are also being implemented where appropriate. 83 PV installations have been completed so far.
- Housing Standards will continue to liaise with Freebridge Community Housing throughout the duration of this scheme.

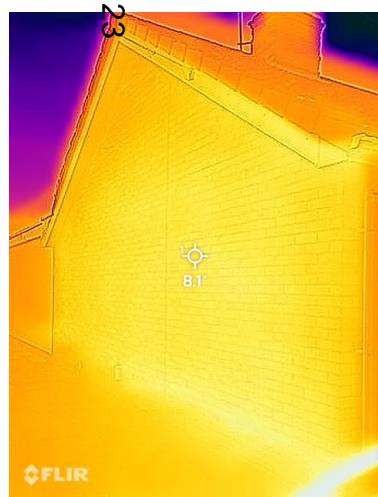
- As a result of SHDF being implemented by FCH, the following improvements have been made across King's Lynn & West Norfolk:

Post EPC's completed to date (19/02/25)	Property EPC Rating Before improvement works		Property EPC Rating After improvement works		
77	EPC D	EPC E	EPC A	EPC B	EPC C
	49	28	18	30	29

No Properties	Carbon Emissions Before (tonnes CO2)	Carbon Emissions After (tonnes CO2)	Total Carbon Emission Reduction (tonnes CO2)	Average Reduction per property (tonnes CO2)
77	353	106	<u>247</u>	<u>3</u>

Incorporation of the Latest Technologies

- The utilisation of the latest retrofit technologies is pivotal in ensuring the successful delivery of energy efficiency improvement schemes.
- Through the Borough Councils continued participation in the Norfolk Climate Change Partnership, we have been able to borrow X2 FLIR One Edge Lenses.
- The lenses are very much the cutting edge of thermal imaging and Housing Standards/Environmental Quality have already started using these cameras to assess the thermal performance of dwellings.
- A perfect example of this technology being used to assist officers was evidenced following an enquiry made by a household in Downham Market:



(Side Elevation)



(Front Elevation)

The occupant of the dwelling initially contacted Housing Standards due to cold temperatures throughout the property. As a result, a visit was booked to assess the thermal performance of the property.

The bright colours indicate that a lot of, if not all the heat is leaking through the poorly insulated walls. A requirement was outlined for the cavity wall to be filled.

The use of the technology has enabled Housing Standards to make an immediate referral to a retrofit installer through GBIS, highlighting the issue at the property in the absence of an initial survey, saving time & money.

2. Upcoming Schemes

Warm Homes: Local Grant (WH:LG)

- The Warm Homes: Local Grant (WH:LG) will be commencing in April 2025, replacing the previous iterations of the Local Authority Delivery (LAD) & Home Upgrade Grant (HUG) schemes.
- The scheme will be administered by Norfolk Warm Homes & will focus on owner occupied & privately rented dwellings.
- Some exciting new eligibility routes have been announced for the scheme:
 1. Households living in a valid postcode that's within **Income Deciles 1-2 of the Indices of Multiple Deprivation (IMD)**.
 2. Households with a **gross annual income below £36,000 per annum** (£5,000 increase on previous schemes).
 3. Households that are **in receipt of certain benefits**.
- Data sharing and working together with internal departments & public sector organisations is pivotal to the success of energy efficiency improvement schemes, as the ECONHS project has evidenced.
- Housing Standards has been working with our Revenues & Benefits team and the wider Cost-of-Living Working Group to access data which will assist us in delivering WH:LG effectively across King's Lynn & West Norfolk.
- We are **now in possession of all properties across the borough that are in receipt of either Housing Benefit or Universal Credit**, which therefore automatically qualify for improvements through the grant. Housing Standards have filtered this data to ensure that the properties themselves are suitable for improvements and meet the correct tenure requirements.
- **Note that no personal details or specific information relating to which benefits an individual is receiving has been shared.**



Department for
Energy Security
& Net Zero



Borough Council of
King's Lynn &
West Norfolk



Social Housing Fund (SHF) 3

- The third wave of the SHDF has been announced, through which DESNZ proposes to allocate £1.21 billion to social housing providers across England.
- SHF is expected to be delivered from 2025-2027.
- Similarly to previous waves of SHDF, the third wave of the fund will once again accommodate full house retrofits for social housing dwellings.
- Freebridge Community Housing (FCH) have expressed interest to participate in the upcoming scheme, however confirmation is still to be received.
- Housing Standards will continue to work with the Sustainability Leads at Freebridge Community Housing to monitor the progress of this scheme.

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Department for
Energy Security
& Net Zero

Borough Council of
King's Lynn &
West Norfolk



Energy Company Obligation (ECO) 5

- The current wave of ECO is set to conclude in March 2026.
- ECO 5 will most likely run straight after ECO 4 until 2030.
- Nothing concrete has been confirmed on ECO 5 yet, however Housing Standards will monitor the situation and provide updates accordingly.



Department for
Business, Energy
& Industrial Strategy



Borough Council of
King's Lynn &
West Norfolk



3. Cost of Living Crisis



Beat Your Bills

- Beat Your Bills returned with a bang in 2024 and we're looking to continue this momentum into 2025.
- Housing Standards, Lily, Careline & CAN will once again be delivering these events and the schedule of events is beginning to take shape:

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Docking (Village Hall) – 16/04/2025 09:00-12:00
South Creak (Village Hall) – 23/04/2025 10:30-12:00
Hilgay (Village Hall) – 24/04/2025 10:00-12:00
Downham Market (Nelson Academy) – 26/04/2025 11:00-15:00
Hunstanton (St Edmunds Church) – 30/04/2025 10:00-12:00
Downham Market (Marketplace) – 02/05/2025 09:00-14:00
Clenchwarton (St Margarets Parish Church) – 08/05/2025 10:00-12:00
West Walton (Village Hall) – 14/05/2025 13:30-16:00
Hunstanton (Community Day) – 19/05/2025 11:00-15:00
Stoke Ferry (Village Fete) – 07/06/2025 12:00-16:00
Heacham (St Mary's Church) – 17/06/2025 10:00-11:30
Feltwell (Village Fete) – 21/06/2025 10:00-15:00



WE CAN HELP YOU

BEAT YOUR BILLS

↓ REDUCE YOUR OUTGOINGS ↑ INCREASE YOUR INCOME

We can help you with the cost of living. We can give you advice on accessing benefits, grants, discounts and more to keep your income up and your outgoings down.



Information about funded energy efficiency improvements



Lily Directory



Together we can beat your bills

T: 01553 616227
 E: jacob.medlock@west-norfolk.gov.uk

Borough Council of King's Lynn & West Norfolk

Warm Welcome Spaces

- The Warm Welcome Campaign wants everyone in the UK to find a place of belonging and reconnection at a Warm Welcome Space near their home.
- Warm Welcome Spaces are:



Warm

Warm Welcome Spaces are heated and offer refreshments such as tea/coffee. Come in and feel the warmth.



Welcoming

Warm Welcome Spaces are inclusive spaces where everyone can expect a warm welcome from staff and volunteers.



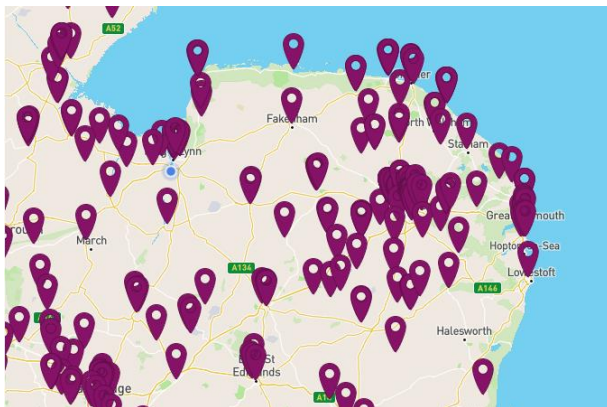
Free

Warm Welcome Spaces are free to enter. It's a great place to connect with your community and make new friends.



Safe

Every Warm Welcome Space is a safe place to be. Lots of spaces can also signpost you to other local services that can support you.



The map enables users to search via location and will show you all the local Warm Welcome Spaces close to where you live. You'll find details and when the space is open & the activities on offer.



Lily

- Lily is a service from the Borough Council that helps adults in West Norfolk develop friendships and engage in our community.
- The Lily online directory lists organisations, services and activities that can help people live healthy, active and independent lives.

- 31 • Some of these services are as follows:

Loneliness
and Social
Isolation

Community
Directory

Household
Support Fund

Homes for
Ukraine

Food for
Thought

Welcome
Centre

Cost of Living



Charitable Organisations – Continued Work



Thank you!

Questions?



ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2024/2025

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
3rd June 2025	Membership of Task Groups and Informal Working Groups 2024/2025	Operational	Democratic Services Officer	To appoint Members to Task Groups and Informal Working Groups established by the Panel
	Nominations to Outside Bodies and Partnerships	Operational	Democratic Services Officer	To nominate representatives to outside bodies and partnerships
	Appointment of Vice Chair for the Municipal Year	Operational		
	Councillor Community Grant Scheme 2024-2025	Operational	Debbie Ess	For Information
	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
	Housing Assistance Policy		Jo Russell	Before going to Cabinet on 10 th June 2025
8th July 2025	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			

2nd September 2025	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
7th October 2025	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
25th November 2025	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			

	White Ribbon Campaign Accreditation- Yearly Progress Report	Operational	Charlotte Marriott	Update
6th January 2026	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
24th February 2026	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
14th April 2026	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			

To be scheduled

- Gayton Road Cemetery – to come back once alternative locations had been identified.
- Policy Development – Review of Tree and Woodland Strategy and update from the Arboricultural Officers
- Service Level Agreement for Council Approved testing Stations
- Informal Working Group – Wash Barrier
- Elder Abuse and the Right of Care Home Residents
- Housing Standards Update- current issues and quality of properties
- Fly Tipping- providing awareness
- White Ribbon Campaign Accreditation- Yearly Progress Report

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
15 th April 2025						
	Equality and Diversity Inclusion Policy	Non	Council	Leader Asst Dir B Box		Public
	Taxi Testing recommendations from Corporate Performance Panel	Non	Cabinet	Planning & Licensing Monitoring Officer		Public
	Enforcement Policy	Non	Council	Finance Asst Dir – A Baker		Public
	Code of Corporate Governance	Non	Council	Leader Monitoring Officer		Public
	Review of Outside Bodies	Non	Council	Leader Monitoring Officer		Public

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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
10 June 2025						
	Housing Assistance Policy	Non	Cabinet	People and Communities Asst Dir M Whitmore		Public
	Debt Recovery Policy	Non	Council	Finance Asst Dir – A Baker		Public
	King's Lynn Enterprise Park	Non	Cabinet	Business and Culture Asst Dir – D Hall		Public
	CIL Governance	Non	Cabinet	Planning and Licensing Asst Dir – S Ashworth		Public

	Corporate Complaints Policy	Non	Council	Leader Chief Executive		Public
	Annual Plan 2025-26	Key	Council	Leader Chief Executive		Public
	King's Lynn Town Centre Masterplan	Non	Cabinet	Business and Culture Asst Dir – D Hall		Public
	Domestic Abuse Tenants/Residents Policy and Domestic Abuse Intersectionality Policy	Non	Council	People and Communities Asst Dir - D Hall		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
Special Meeting 27 July 2025						
28	Guildhall and Creative Hub	Key	Council	Business & Culture Asst Dir – A Baker		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
15 July 2025						
	Local Nature Recovery Strategy (Adoption)	Non	Council	Climate Change and Bio Diversity Asst Dir – S Ashworth		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
16 September 2025						

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
11 November 2025						
	Council Tax Support – Final Scheme for 2026-27	Key	Council	Finance Asst Director Resources		Public
	Council Tax Discounts and Premiums – Resolution for 2026-27	Key	Council	Finance Asst Director Resources		Public
	Plan for Neighbourhoods Fund	Non	Council	Leader Asst Director – Regeneration, Housing and Place		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
9 December 2025						

Items to be scheduled

	King's Lynn Transport Strategy – to go on 3 rd March 2026	Key	Council	Planning and Licensing Asst Dir D Hall		Public
	Notice of Motion 7-21 – Councillor Kemp – Equalities	Non	Council	People & Communities Asst Dir B Box		Public
	Custom and Self Build Site – Stoke Ferry	Non	Cabinet	Regeneration and Development Assistant Director - D Hall		Public
	Overnight Campervan parking in Hunstanton	Non	Cabinet	Leader Asst Director – M Chisholm		Public
	Florence Fields – Tenure Mix	Non	Council	Deputy Leader Exec Director – O Judges		Part Public and part Private- Contains exempt Information under

						para 3 – information relating to the business affairs of any person (including the authority)
	Article 4 Direction	Non	Cabinet	Regeneration and Development Assistant Director – S Ashworth		Public
	Empty Homes Strategy Review	Key	Council	People and Communities Asst Dir M Whitmore		Public
41	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)
	Housing Assurance Strategy	Non	Council	People and Communities Asst Dir M Whitmore		Public