

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET

Minutes from the Meeting of the Cabinet held on Tuesday, 20th January, 2026 at 6.00 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors Ring (Chair), de Whalley, Lintern, Moriarty, Morley and Rust

PRESENT UNDER STANDING ORDER 34: Councillor Kemp

OFFICERS:

Kate Blakemore – Chief Executive
 Emma Hodds – Chief of Staff and Monitoring Officer
 Charlotte Marriott – Corporate Governance Manager
 Honor Howell – Assistant Director Transformation and Change
 Debbie Ess – Senior Corporate Governance Officer
 Jason Birch – Assistant Director Property and Projects

CAB97 APOLOGIES

Apologies for absence were received from Councillors Beales and Squire.

CAB98 MINUTES

RESOLVED: The minutes from the meeting held on 11th November 2025 were approved as a correct record.

CAB99 URGENT BUSINESS

There was none.

CAB100 DECLARATIONS OF INTEREST

None.

CAB101 CHAIR'S CORRESPONDENCE

None.

CAB102 MEMBERS PRESENT UNDER STANDING ORDER 34

Councillor Kemp for all Agenda items.

CAB103 **CALLED IN MATTERS**

None.

CAB104 **FORWARD DECISIONS**

RESOLVED: The Forward Decisions List was noted.

CAB105 **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

Cabinet noted the recommendations put forward by the Panels in relation to the following items:

Environment and Community Panel – 6th January 2026
Safeguarding Policy

Corporate Performance Panel – 7th January 2026
Quarter 2 – 2025-2026 Performance Management
Transformation Programme – LGR Readiness

Regeneration and Development Panel – 13th January 2026
Adoption of the Property Disposal Policy

CAB106 **QUARTER 2 - 2025-2026 - PERFORMANCE MANAGEMENT**

[Click here to view the recording of this item on You Tube.](#)

Cabinet noted that the Corporate Performance Panel had considered and commented on the report and supported the Cabinet Recommendations.

The Senior Corporate Governance Officer presented the report as included in the Agenda.

Councillor Rust provided context to the indicator relating to the amount of calls answered in under ninety seconds and explained that factors such as the introduction of a new payment system had impacted this. Councillor Rust congratulated the Customer Information Team on their work and was confident that this target would be met by the end of the year.

Councillor Morley raised concerns about the high proportion of orders placed without purchase orders and suggested a general reminder to staff, with the Senior Corporate Governance Officer confirming work was ongoing to address this.

Councillor Kemp addressed the Cabinet under Standing order 34 and commented that the supporting communities target was important.

RESOLVED: The Cabinet reviewed the Performance Management Report and commented on the 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 an acceptable level. Where progress is behind schedule members can seek additional information to explain variances.

CAB107 **RISK STRATEGY AND POLICY REPORT**

[Click here to view the recording of this item on You Tube.](#)

The Senior Corporate Governance Officer presented the report as included in the Agenda. The Audit Committee had also considered the Risk Strategy and Policy.

Councillor Kemp addressed the Cabinet under Standing Order 34 highlighting the importance of keeping records of contracts and amendments to contracts.

RECOMMENDED: Cabinet recommends that Full Council adopt the revised Risk Management Policy and Strategy

REASON FOR DECISION: To ensure there is a comprehensive and up to date framework for the Council's management of risk.

CAB108 **SAFEGUARDING POLICY**

[Click here to view the recording of this item on You Tube.](#)

Cabinet noted that the Environment and Community Panel had considered this report and supported the recommendations to Cabinet.

The Corporate Governance Manager presented the report as included in the Agenda.

Councillor Rust congratulated officers on production of the Policy and how it was now much more manageable and easier to read. She commented that this was an important document to help Councillors when meeting with residents and provided clarity of roles and reporting lines.

Councillor Moriarty commented that training for Councillors was important.

In response to a question from Councillor Morley, the Corporate Governance manager informed Cabinet that Safeguarding Risk Assessments were included in the process and work would be carried out to embed processes.

Councillor Kemp addressed the Cabinet under Standing Order 34 thanking those involved for bringing this forward and that it was an important document for Councillors.

Councillor Rust highlighted that the Policy included a 'takeaway sheet' which included reporting lines and out of hours contacts.

RESOLVED:

1. Cabinet endorses and adopts the revised Safeguarding Policy.
2. Cabinet delegates authority to amend/update this policy to ensure it remains compliant with legislation to a member of the Executive Leadership Team in consultation with the relevant portfolio holder.

RECOMMENDED:

3. Cabinet recommends that Full Council agree changes to the Members' Code of Conduct to include explicit safeguarding responsibilities.

REASON FOR DECISION:

- To ensure the Council continues to meet its statutory safeguarding duties under the Children Act 2004 and the Care Act 2014, reflects current guidance (Working Together 2023, Care and Support Statutory Guidance 2024), and is prepared for anticipated duties in the forthcoming Crime and Policing Bill 2025.
- The updated policy improves clarity and accountability, reflects new safeguarding priorities (including domestic abuse, modern slavery, cuckooing, self-neglect and hoarding), and provides stronger support for staff wellbeing.

CAB109 TRANSFORMATION PROGRAMME - LGR READINESS

[Click here to view the recording of this item on You Tube.](#)

Cabinet noted that the Corporate Performance Panel had considered the report and supported the recommendations to Cabinet.

The Assistant Director, Transformation and Change presented the report, as included in the Agenda.

Councillor de Whalley was pleased to see Climate Change impact maintained as a cross cutting theme. He raised concerns regarding increased IT costs and asked if this would impact ICT transformation programmes. The Assistant Director commented that digital transformation was significant and budgets had been allocated to this, and there would be due diligence.

Councillor Morley had concerns relating to costs and efficiencies and the Chief Executive explained that the Project had robust Governance

in place and financial sustainability was a cross cutting theme, with savings made being tracked.

Councillor Rust supported the rebranding and commented that Marmot and addressing health inequalities needed to remain a priority. The Assistant Director commented that they would absolutely remain a priority and influence outcomes.

In response to questions about the impact the Government decision on Local Government Reorganisation would have, officers explained that inward transformation was required regardless, and any changes as a result of the outcome of LGR would be presented to the Programme Board and go through the decision making process as required.

Councillor Kemp addressed Cabinet under Standing Order 34 commenting that the disaggregation or aggregation of services as a result of LGR could be costly.

RESOLVED:

1. The Transformation Programme is redefined as the 'LGR Readiness Programme'.
2. That the governance framework which supports the Transformation Programme continues to monitor the workstreams, key objectives and outputs from projects identified under LGR Readiness and Transformation.
3. That reporting on progress, operational readiness and any issues and risks arising will continue via the Transformation Board, Corporate Performance Panel and Cabinet.

REASON FOR DECISION: To recognise the synergy between the LGR Readiness Programme and our Transformation Programme and to utilise the established formal governance framework for the delivery and monitoring of the LGR Readiness Programme within the Transformation Programme, delivering defined outcomes through effective management and oversight.

CAB110 ADOPTION OF THE PROPERTY DISPOSAL POLICY

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Cabinet noted that the Regeneration and Development Panel had considered the report and supported the recommendations to Cabinet, on the condition that the following wording be included in the Policy:

"Potential disposals should be discussed with the portfolio holder, ward members, parish councils and any other community representatives at an early stage where the land is located.

Councillor Ring supported the inclusion of this wording and proposed additional amendments to the Policy, building on the amendments put forward by the Regeneration and Development Panel as set out below.

Paragraph 3, section 9 to read: Potential disposals should be discussed with the portfolio holder, ward members, parish councils and any other community representatives, relevant to where the land/property is located, at an early stage **unless circumstances require expedient and/or greater levels of discretion in the best interests of the Council.**

Paragraph 4, section 8 to read: They provide no real social value to the Borough community at large and where it only provides a benefit that is disproportionate to the opportunity cost of the capital tied up in the asset **and/or where the social value is highly likely to continue after a disposal.**

Councillor Morley commented that it was important that the suite of Asset Management Policies coming forward, aligned with the Capital Strategy and Corporate Strategy to ensure consistency.

Councillor Rust referred to Assets of Community Value and the importance of Social Value. It was explained that there was a separate Policy for Assets of Community Value and the Chief of Staff had requested that this Policy be reviewed.

In response to a question from Councillor Lintern, Councillor Ring explained that there currently was no policy in place to deal with disposals and the delegations proposed were outlined, noting that key decisions would still require Cabinet approval.

Cabinet was informed that production of an up to date Asset Register was ongoing.

The Chief Executive thanked the team for the work carried out to bring this forward.

Councillor Moriarty thanked the Regeneration and Development Panel for their input into the Policy and the importance of community engagement.

Councillor Kemp addressed Cabinet under Standing Order 34 in support of the recommendations put forward by the Regeneration and Development Panel, but was concerned that engagement would not take place if quick decisions were required.

Councillor Ring provided further information on the amendments he would be proposing which still provided for community involvement, but ensured that the Council acted proportionally and achieved best value for its residents.

Councillor Ring thanked Councillor Anota who was involved in bringing this forward during his time as Portfolio Holder.

RECOMMENDED: Cabinet resolves to recommend to Full Council the adoption of the Property Disposal Policy with the following amendments (in bold below):

Paragraph 3, section 9 to read: Potential disposals should be discussed with the portfolio holder, ward members, parish councils and any other community representatives, relevant to where the land/property is located, at an early stage **unless circumstances require expedient and/or greater levels of discretion in the best interests of the Council.**

Paragraph 4, section 8 to read: They provide no real social value to the Borough community at large and where it only provides a benefit that is disproportionate to the opportunity cost of the capital tied up in the asset **and/or where the social value is highly likely to continue after a disposal.**

REASON FOR DECISION: There is currently no formal policy in place.

The meeting closed at 7.17 pm