

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET

**Minutes from the Meeting of the Cabinet held on Tuesday, 3rd March, 2026
at 6.00 pm in the Council Chamber, Town Hall, Saturday Market Place,
King's Lynn PE30 5DQ**

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

OFFICERS PRESENT:

Kate Blakemore, Chief Executive
Emma Hodds, Chief of Staff and Monitoring Officer
Duncan Hall, Assistant Director for Housing, Regeneration and Place
Nikki Patton, Housing Services Manager
Jemma Curtis, Regeneration Programmes Manager
Debbie Ess, Senior Corporate Governance Officer

CAB127 **APOLOGIES**

There was none.

CAB128 **MINUTES**

RESOLVED: The minutes from the meeting held on 3rd February 2026
were agreed as a correct record

CAB129 **URGENT BUSINESS**

There was none.

CAB130 **DECLARATIONS OF INTEREST**

None.

CAB131 **CHAIR'S CORRESPONDENCE**

None.

CAB132 **MEMBERS PRESENT UNDER STANDING ORDER 34**

None.

CAB133 **CALLED IN MATTERS**

None.

CAB134 **FORWARD DECISIONS**

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Councillor Ring informed Members and Officers the item, Custom and Self Build Site – Stoke Ferry needed to be removed from the Forward Decision List as the site was up for sale.

Councillor Rust asked for the Forward Decision List to be corrected as the item Adoption of a revised Statement of Principles relating to civil penalties and offences under the Renters Rights Act 2025 was within the Assistant Director for Health, Wellbeing and Public Protection directorate.

RESOLVED: The Forward Decisions List was noted.

CAB135 **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

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

Additional Corporate Performance Panel – 9th February 2026
Adoption of the Property Disposal Policy

Environment and Community Panel – 24th February 2026
Housing Policies: Temporary Accommodation; Private Rented Sector

Corporate Performance Panel – 25th February 2026
Quarter 3 2025-2026 Performance Management

Regeneration and Development Panel – 2nd March 2026
King's Lynn Transport Strategy
King's Lynn Enterprise Park

CAB136 **QUARTER 3 PERFORMANCE MANAGEMENT REPORT**

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The Senior Corporate Governance Officer reported that 77% of corporate strategy actions are on track, with 21% experiencing minor issues or delays. Two actions were completed within the target date: adoption of new corporate values and completion of the Council Information Centre transformation plan. Nine actions are marked

amber, and one was on hold pending information about the successor authority. She highlighted that 78% of the 60 performance indicators met or exceeded targets, a decrease from the previous quarter. Notable changes include improvements in major planning applications with extensions of time, a drop in affordable homes delivered, increased rent arrears on retail units, a decrease in outreach activities, and a rise in energy usage at live venues.

The Chair, Councillor Beales explained the Corporate Performance Panel had requested an assurance and update report in six months on the unregistered properties. He referred to the procurement and non-compliance target of 30% and sought further clarification.

The Senior Corporate Governance Officer highlighted to Cabinet, this was the first year receiving data and the target was to be refined, she noted it included routine items like utility bills.

Councillor Morley explained to Members, a working group of Officers had been formed, and he would follow up with the Assistant Director for Finance and Deputy Section 151 Officer. He highlighted, procedures, governance and contract Standing Orders needed to be followed.

The Chief of Staff and Monitoring Officer assured Members work was ongoing to review and refine the procurement non-compliance target to ensure it accurately reflects items in and out of scope, and report on progress as improvements are made.

Councillor Moriarty highlighted the improvements in major planning applications with extensions of time. He provided further information and informed Members; the West Winch Access Road indicator was to move from amber to green following recent completion of the agreements for the West Winch Housing Access Road.

Councillor Ring enquired about how arrears are measured, and the Senior Corporate Governance Officer explained that arrears are calculated as the total amount outstanding against the number of properties at the end of the quarter. It was noted that a significant repayment had occurred since the report, potentially improving the status.

Councillor Squire reported a national shortage of domestic food waste bins due to increased demand from councils, with expectations that supplies will be replenished by May, allowing for wider distribution. She provided updates on fly tipping incidents are increasing nationally and locally. In response to concerns from Councillor Lintern, she provided assurance the Council was developing new measures and larger fines to address the issue, though implementation will take time. The trend was gradual rather than a sharp rise, and efforts are ongoing to reverse it.

Councillor Rust explained that while the percentage of calls answered within 90 seconds was currently below target, the team was on track to meet the annual goal. Increased use of technology has allowed staff to focus on more complex queries, reducing repeat calls and improving overall service quality.

In response to a question from Councillor Morley, the Chief Executive explained the integration of the transformation programme into the LGR readiness programme, with updates to be provided quarterly to Cabinet. The transformation work continues under the new programme, with an internal board overseeing progress.

The Chair, Councillor Beales referred to 1.9 and 1.10 relating to housing and provided assurance there was no wider risk however there was an element of catching up due to delays.

RESOLVED: The Cabinet reviewed the Performance Management Report and comment 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.

CAB137 **HOUSING POLICIES: TEMPORARY ACCOMMODATION - PRIVATE RENTED SECTOR**

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The Portfolio Holder for People and Communities, Councillor Rust presented the formalisation of existing housing policies regarding temporary accommodation and private rented sector placements. Councillor Rust clarified that the policies being discussed are not new but formalise current practices, ensuring compliance with both the council's and the government's homelessness and rough sleeping strategies. The policies specify that private sector placements will remain limited and subject to stringent suitability criteria. It was explained that the council aims to accommodate people within the area, but in exceptional circumstances, such as local events exhausting available options, residents may be temporarily placed out of area with the intention to return them as soon as possible.

Councillor Morley highlighted the potential benefits of Local Government Reorganisation (LGR) in facilitating better cooperation with neighbouring districts, which could help keep families closer to their support networks and schools during periods of homelessness.

RESOLVED: Cabinet endorsed the Temporary Accommodation Policy and Private Rented Sector Policies.

REASON FOR DECISION: The new policies fulfil the council's legal duties, align with the borough's Homelessness and Rough Sleeping Strategy, align with the national Homelessness Strategy and seek to make the fairest use of a limited local resource.

CAB138 **KING'S LYNN ENTERPRISE PARK**

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The Portfolio Holder, Councillor Ring outlined the need for reaffirmation of the park's strategic importance and approval to proceed with final infrastructure works, which will open up additional plots.

The Regeneration Programmes Manager added that the report covers financial arrangements and requests authority to let contracts for these works.

Councillor Rust commented on the improved appearance and attractiveness of the area, with ongoing efforts to complete the final phase and enhance the park's appeal to prospective businesses.

Councillor Morley emphasised the long-term social value and business development potential of the park, noting that the direct financial payback was secondary to the broader benefits for King's Lynn's economic growth and community clustering.

The Portfolio Holder, Councillor Ring summarised and explained this was the last stage of the development and the business park was complete, He added growth was to be achieved and recognised the performance of growth in local secondary schools.

RESOLVED: Cabinet:

1. Reaffirmed the King's Lynn Enterprise Park vision and objectives set out in section 1, in line with the priorities of the West Norfolk Economic Strategy.
2. Recommended progression of Option 3 as detailed in section 3 of the report to progress the remaining infrastructure works required at the King's Lynn Enterprise Park.
3. Provided delegated authority granted to the Assistant Director for Housing, Regeneration & Place to award the contract to Morgan Sindall to deliver Active Travel Hub works at Baker Lane and the King's Lynn Enterprise Zone, western access road and site levelling as detailed in section 2 & 5 of the report.
4. Approved the Enterprise Zone funding strategy as set out in section 5 to enable completion of outstanding works necessary to make the site fully available for plot sales and occupation.

5. Approved the amendment to the capital programme 2026/7 and Treasury Management Strategy to reflect the financial arrangements and timeframe set out in this report.

REASON FOR DECISION: To complete the delivery of the Enterprise Zone infrastructure in line with our corporate policy to promote growth & prosperity and priorities identified in the West Norfolk Economic Strategy to support growth in priority sectors

CAB139 **KINGS LYNN TRANSPORT STRATEGY**

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The Regeneration Programmes Officer presented the King's Lynn Transport Strategy, developed in partnership with the County Council. She explained that the strategy aligns with county-led initiatives and incorporates local policies such as the King's Lynn Master Plan. Key projects include improvements to major road junctions and crossings, with the strategy aiming to secure funding for these priorities.

Councillor Lintern relayed Regeneration and Development Panel's request for updates on the second rail station feasibility study and highlighted the importance of the Tennyson Road crossing. The Chair, Councillor Beales welcomed the role of the Regeneration and Development Panel to request and scrutinise the feasibility study on the additional rail station.

Councillor de Whalley discussed ongoing efforts to engage with Network Rail and the need for continued advocacy for rail improvements.

The Chair, Councillor Beales commented on an advantage of a unitary authority including Transport to resolve issues such as railway crossing. He added the Neighbourhood Board had removed the project due to no progress but highlighted further options were being considered such as a crossing near the SPAR shop.

Councillor Morley raised concerns about the use of pre-COVID census data and the omission of West Lynn from the strategy's focus area. The Regeneration Programmes Officer responded that adjustments are made for changing work patterns following COVID and that West Lynn was included in practical terms including the ferry.

Councillor Morley sought further on micro – mobility and questioned if there had been a full consultation. The Regeneration Programmes Officer explained there was currently no scheme which therefore provided an opportunity and a question was included in the consultation. She provided assurance that any future schemes would be subject to further development and consultation.

Councillor Moriarty emphasised the need for flexibility in the strategy to adapt to future changes. The Regeneration Programmes Officer explained the strategy was built on previous strategies and growth of the area.

Councillor Ring thanked all Officers for their work on the strategy including contribution from the public. He highlighted the importance of strategies and policies including the need for them to be amended.

The Cabinet considered the Regeneration and Development Panel's recommendations, agreeing to further investigate and evaluate park and ride including park and walk schemes. Cabinet identified the importance of the Tennyson Road project and endorsed the Regeneration and Development Panel request and update from the Neighbourhood Board on interim enhancements to the existing crossing. Additionally, Cabinet agreed to request Officers at Norfolk County Council to look at the feasibility of creating a safe active travel route along the Gaywood River to link Reffley and Knights Hill development to the existing network and Lynnsport, avoiding Edward Benefer Way subject to operational resource.

RESOLVED: That Cabinet adopted the King's Lynn Transport Strategy (KLTS) as outlined in Appendix A.

With regard to recommendations from the Regeneration and Development Panel (held on 2nd March 2026) Cabinet responded as follows:

Cabinet agreed that officers should undertake further investigation and evaluation of a Park and Ride scheme, as well as a Park and Walk scheme.

Cabinet highlighted that Tennyson Road project is a priority for the Neighbourhood Board and endorsed any request from the Regeneration and Development Panel for an update from the Board on interim enhancements to the existing crossing at Tennyson Road.

Cabinet agreed to request Norfolk County Council look at the feasibility of creating a safe active travel route along the Gaywood River to link Reffley and Knights Hill development to the existing network and Lynnsport, avoiding Edward Benefer Way subject to operational resource.

REASON FOR DECISION: To allow the KLTS and Implementation Plan to be adopted at Borough level, inform wider place-based strategies for King's Lynn and support its implementation. Endorsement of the KLTS aligns with the council's priority to support growth and prosperity and to protect our environment

CAB140 ADOPTION OF THE PROPERTY DISPOSAL POLICY

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The Portfolio Holder, Councillor Ring presented the strengthened property disposal policy. He added the revised policy included clearer guidance on the handling of confidential and commercial information during asset disposals, explicitly referencing relevant sections of the constitution to ensure proper conduct by portfolio holders, ward members, and community representatives.

The Chair, Councillor Beales highlighted the recommendation made from the Corporate Performance Panel following the call – in process; *“During potential asset disposals portfolio holders, ward members, parish councils and other community representatives may have confidential / commercial information shared with them, it is important that the status of such documentation is respected and not shared wider.”*

The Chair, Councillor Beales welcomed the recommendations from CPP and drew attention to point 1.4 of the report which amended the recommendation further to include the relevant part of the constitution; *“During potential asset disposals portfolio holders, ward members, parish councils and other community representatives where necessary may have confidential / commercial information shared with them. It is important that the constitution is adhered to in this regard in particular “Part 2 – Articles – Rights and Duties of Councillors, paragraphs 2.05 to 2.07”.*

In response to a question from Councillor Moriarty, it was confirmed that previous additional wording was removed, and the new addition provides direct signposting to constitutional requirements, simplifying the policy and ensuring clarity.

The Cabinet agreed to adopt the strengthened policy, recognising its importance for managing asset disposals and responding to ongoing inquiries, with the recommendation to be forwarded to full Council for final approval.

RECOMMENDED: Cabinet resolves to recommend to Full Council the adoption of the Property Disposal Policy attached as Appendix 1 with the following amendments in the Governance Arrangements and Oversight section:

During potential asset disposals portfolio holders, ward members, parish councils and other community representatives where necessary may have confidential / commercial information shared with them. It is important that the constitution is adhered to in this regard in particular *“Part 2 – Articles – Rights and Duties of Councillors, paragraphs 2.05 to 2.07”.*

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

The meeting closed at 7.07 pm