

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET DECISION SHEET

Decision Sheet from the Meeting of the Cabinet held on Tuesday, 9th June, 2026 at 6.00 pm in the Town Hall, Saturday Market Place, King's Lynn

PRESENT: Councillors Ring (Vice Chair in the Chair), Lintern, Moriarty, Morley, Rust, Squire and de Whalley

OFFICERS:

Kate Blakemore – Chief Executive

Michael Burton – Principal Planner

Jemma Curtis – Regeneration Programmes Manager

Tom Darling-Fernley – Senior Corporate Governance Officer

Emma Hodds – Chief of Staff and Monitoring Officer

Liz MacDonald – Assistant Director, Property and Projects

Walton Mabuto – Economic Growth Officer

Charlotte Marriott – Corporate Governance Manager

Mark Whitmore – Assistant Director, Health, Wellbeing and Public Protection

PRESENT UNDER STANDING ORDER 34: Councillor Kemp.

1 **APOLOGIES**

An apology for absence was received from Councillor Beales.

2 **MINUTES**

RESOLVED: The minutes from the meeting held on 23rd April 2026 were agreed as a correct record.

3 **URGENT BUSINESS**

None.

4 **DECLARATIONS OF INTEREST**

None.

5 **CHAIR'S CORRESPONDENCE**

None.

6 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillor Kemp.

7 **CALLED IN MATTERS**

None.

8 **SIGNING OF THE SCRUTINY AND EXECUTIVE PROTOCOL**

The Chair signed the Scrutiny and Executive Protocol.

9 **FORWARD DECISIONS**

RESOLVED: The Forward Decisions List was noted.

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

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

Regeneration and Development Panel – 2nd June 2026

West Norfolk Economic Strategy and Action Plan

Corporate Performance Panel – 3rd June 2026

Data Protection Policy

Health and Safety Policy and Statement of Intent

11 **HEALTH AND SAFETY POLICY AND STATEMENT OF INTENT**

RECOMMENDED:

Recommendation to Full Council:

1. To approve the adoption of the Health, Safety & Welfare Policy.
2. To delegate responsibility for approving annual administrative reviews to the Chief of Staff.
3. To note that where significant changes to the policy are made that these will be brought back to council for approval.

REASON FOR DECISION:

To ensure that the council has an effective structure for delivering its health and safety functions.

12 DATA PROTECTION POLICY**RESOLVED:**

Cabinet resolved to:

1. Approve the Data Protection Policy 2026 at Appendix A, to take effect from the date of this meeting.
2. Note that the data protection complaints procedure required under section 103 of the Data (Use and Access) Act 2025 (inserting section 164A into the Data Protection Act 2018) will be published on the Council's website by 19 June 2026 in accordance with the statutory deadline.
3. Authorise the Data Protection Officer, in consultation with the Leader of the Council, to update the Policy between formal review cycles where required by changes to ICO guidance or legislation, subject to those updates being reported to the next available Cabinet meeting.

REASON FOR DECISION:

The Council has a statutory obligation to comply with UK GDPR, the Data Protection Act 2018, and from 19 June 2026 the data protection complaints procedure requirement introduced by the Data (Use and Access) Act 2025. The existing policy predates the DUAA and does not reflect the new complaints procedure obligation.

Approval of the revised Policy is necessary to ensure the Council is demonstrably compliant with its legal obligations by the statutory deadline, to protect individuals whose data the Council processes, and to protect the Council from the risk of regulatory enforcement action by the Information Commissioner's Office.

13 WEST NORFOLK ECONOMIC STRATEGY AND ACTION PLAN**RESOLVED:**

That Cabinet approve the West Norfolk Economic Strategy Action Plan 2026 – 2028.

REASON FOR DECISION:

To provide a clear, coordinated and deliverable framework for implementing the West Norfolk Economic Strategy, informing the Council's resources and service plans alongside that of external partner to ensure that we deliver against the economic growth vision and priorities previously approved, that aligns with corporate, local and national priorities.

14 **KING'S LYNN AND WEST NORFOLK NEW LOCAL PLAN - GOVERNANCE ARRANGEMENTS FOR THE PLAN MAKING PROCESS**

RESOLVED:

Approve the Governance arrangements for the plan-making process, in accordance with the December 2025 Scheme of Delegation.

REASON FOR DECISION:

To ensure the Council meets the deadlines, requirements and statutory obligations of the new plan-making system, as introduced through the Levelling-Up and Regeneration Act (2023), the Planning and Infrastructure Act (2025) and the associated plan-making regulations introduced in 2026.

15 **APPOINTMENTS TO CABINET SUB COMMITTEES AND TASK GROUPS AND CREATION OF NEW CABINET TASK GROUP**

RESOLVED:

Cabinet resolves to:

1) Instruct Officers to seek membership from Group Leaders for the Cabinet Committees and Task Groups for 2026/27 as set out in part 3 of the report.

2) In accordance with Standing Order 29.4, if any of the Task Groups are not appointed having regard to Political Balance that the Leaders of each Political Group be asked to agree that this rule be disapplied.

3) Establish a 7 Member Task Group named the Community Project Fund and Budget Setting Task Group and agree the Terms of Reference as attached at Appendix 1 and instruct officers to seek membership from Group Leaders for the Task Group with the Chair and Vice Chair to be appointed by the Leader.

REASON FOR DECISION:

To allow the business of the Council to continue into 2026/27.

16 **DISPOSAL OF LAND AT HUNSTANTON**

RESOLVED:

1. Approve the disposal of the freehold interest in South Shore Caravan Park and Vegas Caravan Park, Hunstanton as set out in this report.

2. Delegate authority to the Assistant Director for Property, in consultation with the Cabinet Portfolio Holder for Business, to finalise the terms of the disposal, including any non-material amendments.

REASON FOR DECISION:

To enable the Council to realise a capital receipt from the disposal of non-core assets and support the delivery of the Council's Capital Programme.

The meeting closed at 7.20 pm