

Portfolio Responsibilities

Leader – Cllr Terry Parish

*Chief Executive: Lorraine Gore
Assistant Director: Alexa Baker*

*Executive Director: Debbie Gates
Assistant Director: Becky Box*

- Overall responsibility for setting the Vision for Council and supporting Strategy
- Overall responsibility for the submission to Council of Policy
- Overarching responsibility for Cabinet portfolios
- Developing and managing external Strategic relationships
- Public Emergencies, Emergency Planning, Emergency Management and Business Continuity
- Democratic arrangements
- Civics
- Liaison with Hunstanton and Downham Market Town Councils
- Legal – Data Protection and Freedom of Information
- Communication strategy and implementation
- All Staffing related matters including Pay and Pensions
- Equal opportunities strategies and policies, and corporate health and safety
- Skills
- Safeguarding
- Performance Issues. KPI's, Risk Management and Associated Matters
- Shared Services, Partnerships and any other Joint Working Arrangements
- Any issues not covered by other portfolios

Development and Regeneration – Deputy Leader – Cllr Jim Moriarty

*Executive Directors: Geoff Hall and Oliver Judges
Assistant Directors: Stuart Ashworth, Duncan Hall and David Ousby*

- All Planning & Development policy including (but not limited to): planning/building control, policy, local plan, CIL, custom build and planning enforcement
- Regeneration strategy and implementation
- Delivery of corporate and capital schemes
- Transport policy and joint implementation

Environment and Coastal – Cllr Sandra Squire

Executive Directors: Geoff Hall and Debbie Gates

Assistant Directors: Martin Chisholm and Mark Whitmore

NOTE: Licensing with Assistant Director: Alexa Baker

- Environmental Services including Environmental Health, food safety, health and safety, pollution control and contaminated land strategy
- Coastal Issues, Shoreline Management and Flood and water management including water quality
- Waste and Recycling including Fly Tipping and Enforcement
- Infectious diseases
- Licensing Policies

Climate Change and Biodiversity – Cllr Michael de Whalley

Chief Executive: Lorraine Gore

and Ged Greaves for Climate Change

Executive Directors: Geoff Hall and Debbie Gates

Assistant Directors: Stuart Ashworth and Mark Whitmore

NOTE: Ferry Operations with Assistant Director: Martin Chisholm

- Climate change
- Biodiversity
- Energy strategy
- Air Quality Strategy
- Active Travel including the ferry

Business (excluding Tourism) – Cllr Alistair Beales

Executive Director: Oliver Judges

Assistant Directors: Duncan Hall and David Ousby

- Council companies including West Norfolk Property Ltd, Alive West Norfolk and West Norfolk Housing Ltd
- Major funding, Investment and Major Projects including Towns Fund
- Business Partnerships
- King's Lynn BID
- Economic Development
- Residential and commercial investment, development and promotion
- ICT

Finance – Cllr Chris Morley

Executive Director: Debbie Gates

Assistant Director: Michelle Drewery

NOTE: Procurement with Executive Director: Oliver Judges/Assistant Director: David Ousby

- All Policies and Strategies Relating to the Council's Finances including (but not limited to) Treasury Management and Financial Management of Assets and Statements of Accounts, Capital Strategy
- Support and Grants
- Efficiencies, savings, income generation, external funding and Business Rate Growth.
- Fees and Charges
- West Norfolk Wins Lottery
- Welfare and benefits advice including Housing and Council Tax Benefits and other Financial Assistance
- Internal and External Audit and Fraud
- Procurement
- Other delivery models
- Any other Financial Implications for the Council

Tourism, Events and Marketing – Cllr Simon Ring

Executive Directors: Geoff Hall and Oliver Judges

Assistant Directors: Martin Chisholm and Duncan Hall

NOTE: Leisure (client) with Assistant Director: Alexa Baker/Honor Howell

- Events and Markets
- Leisure (client)
- Museums, Heritage, Culture, Arts and Tourism including TIC's
- Kings Lynn Town Centre Management/BID, Resort Management, and Pontoons.
- Marketing and promotion of the Borough

People and Communities – Cllr Jo Rust

Executive Directors: Debbie Gates, Oliver Judges

Assistant Directors: Mark Whitmore, Becky Box and Duncan Hall

- All housing related matters including strategy, homelessness and housing standards
- Community initiatives and safety including community transport and shop mobility
- Social inclusion (inc. migrant communities, homeless, disabled, LGBTQ+, Travellers etc)
- Healthier Lives strategy including prevention, promotion and improvement
- Partnerships with ICS/Trusts/QEH etc
- LILY, care and repair and care leavers
- CIC and Customer relations/complaints

Property and Corporate Services – Cllr Bal Anota

Executive Directors: Geoff Hall and Oliver Judges

Assistant Directors: Martin Chisholm and Matthew Henry

- Management and maintenance of council owned property assets: including industrial estates, King's Court, Town Hall and The Depot, Public Conveniences, Crematorium and Cemeteries
- Assets of Community Value
- Management of other council assets including (but not limited to) car parking matters, CCTV
- Street Cleaning and Lighting
- Parks and Open Spaces
- Health and Safety – property and buildings
- Policy relating to land and property acquisition and disposal and Implementation of acquisition and disposal of land and property