

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

RECORD OF DECISION TAKEN BY OFFICERS UNDER DELEGATED POWERS

This is a record of a decision taken by officers under delegated powers and where necessary taken in consultation with members and officers.

REPORT TITLE:	Warding Arrangements for the West Norfolk Unitary Council
OPEN/EXEMPT	OPEN
LEAD OFFICER	Emma Hodds, Chief of Staff and Monitoring Officer
IS DECISION SUBJECT TO CALL IN?:	No it is not subject to call in, as this decision relates to a non-executive function delegated by Council.
DATE DECISION ADVERTISED:	14 August 2026
DATE OF DECISION:	14 August 2026
DEADLINE FOR CALL IN:	NA
PRE-SCREENING EQUALITY IMPACT ASSESSMENT COMPLETED:	NO – see original assessment with the report to Council on 18 th September 2026, there has been no change to this.

Delegated Power:

At Full Council on 18th September under item C: 56 the following delegated authority was given to the Chief Executive: -

Delegates to the Chief Executive, in consultation with the Leader, the authority to make any necessary non-material amendments to the Final Proposal and to submit the Final Proposal to the Secretary of State for Housing, Communities and Local Government.

This decision relates to the conclusion of the council's successful business case for local government reorganisation in Norfolk.

Decision Taken:

The decision taking is: -

To submit the attached proposal for warding in appendix one of this document to the Ministry of Housing, Communities and Local Government.

Reasons for the Decision

To conclude the completion of council's business case for local government reorganisation, it was asked by the Secretary of State for Housing Communities and Local Government to put forward a proposal for what warding arrangement could look like for the future West Norfolk Unitary Council.

It is important to note that the Borough Council does not have the legal powers to make a decision on the warding arrangements for the new council, this can only be made by the Secretary of State and enacted through the forthcoming Norfolk Structural Changes Order expected to be laid before parliament in September 2026. Therefore, this decision relates only to submitting a proposed warding model to government not whether it will be enacted by the Secretary of State.

The model set out in appendix one of this document has been put forward because: -

- It is compliant with Ministry of Housing, Communities and Local Government policy position that warding proposals can only be built from existing county council divisions, district council wards, parishes or parish wards.
- It does not create a significant electoral inequality in the unparished area of King's Lynn.

Details of alternative options, if any, considered and rejected.

The council has considered and rejected two alternative options that would treat the parished areas of the borough council as set out in appendix one but: -

1. Create a warding solution for the unparished area of King's Lynn using polling districts as the building blocks. This solution would evenly distribute the electorate across eight wards and would deliver the greatest electoral equality for the town of King's Lynn. This would be Borough Council's preferred solution however, it is not compliant with the Ministry of Housing, Communities and Local Government's position that warding proposals can only be built from existing county council divisions, district council wards, parishes or parish wards. To avoid a protracted debate with the Ministry about the legality of whether polling districts are recognised legal boundaries, and to provide timely clarity on warding arrangements for residents and business in West Norfolk this option has been rejected.
2. Create a warding solution for the unparished area of King's Lynn retaining the current district ward boundaries. This solution would create eight wards but would result in a significant electoral inequality with some wards members being responsible for an electorate of approximately 6,500 while other would have 1,900. This would not be compliant with Local Government Boundary Commission principles for electoral equality that would be unlikely to be resolved until a boundary review in 5 years' time. Therefore, this option has been rejected.

Any declarations of interest and details of any dispensations granted in respect of interests (in relation to officers and any Members consulted).

NA

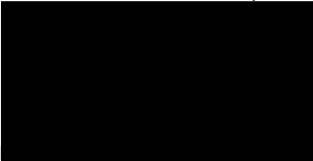
List of Background papers

- Final Proposal for Local Government Reorganisation – Council 18th September 2025
- Alternative proposals for warding arrangements

Authorisation

Post Held – Chief Executive (Head of Paid Service)

Signature



Date 6 August 2026

Consultation with members/officers

If the decision is taken following consultation with the members/officers, please give details:

Name of Members/officers consulted: Leader, Cllr Alistair Beales



Signed by Member/officer as consulted:

Date 07.08.26