



**Cabinet**  
**Tuesday, 18th April, 2023 at 3.30 pm**  
**in the Council Chamber, Town Hall, Saturday Market**  
**Place, King's Lynn PE30 5DQ**

**Reports marked to follow on the Agenda and/or Supplementary Documents**

1. **MATTERS REFERRED TO CABINET FROM OTHER BODIES** (Pages 2 - 5)

To receive any comments and recommendations from other Council bodies which meet after the dispatch of this agenda.

**Contact**

Democratic Services  
Borough Council of King's Lynn and West Norfolk  
King's Court  
Chapel Street  
King's Lynn  
Norfolk  
PE30 1EX  
Tel: 01553 616394  
Email: [democratic.services@west-norfolk.gov.uk](mailto:democratic.services@west-norfolk.gov.uk)

**RECOMMENDATIONS TO CABINET 18 APRIL 2023 FROM THE CORPORATE PERFORMANCE PANEL HELD ON 5 APRIL 2023**

CP122 **CABINET REPORT: LOCAL GOVERNMENT ASSOCIATION - CORPORATE PEER CHALLENGE**

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The Executive Director presented the report to consider the Notice of Motion (16/22) presented to Council on 1 December 2022. It was resolved that the Motion be referred to Cabinet for consideration and decision.

It was explained that it was recommended that a peer review was undertaken every five years and that the last peer review was eight years ago.

The Panel was informed that following discussion with the LGA and given the elections in May 2023 it was suggested that it was appropriate for the peer challenge to take place in September 2023. This would provide time for the Council to settle post-election, prepare the position statement and timetable and avoid the summer holiday period.

The Chair thanked the Executive Director for the report and invited questions from the Panel.

There were no questions from the Panel.

**RESOLVED:** The Panel supported the recommendation to Cabinet as set out below:

That Cabinet:

- 1) Approve that a Corporate Peer Challenge be undertaken as set out in the report and the LGA scoping document.
- 2) Delegate to the Chief Executive in consultation with the Leader to agree the final details with the LGA to facilitate the delivery of the Corporate Peer Challenge.

CP123 **CABINET REPORT: MEMBERS' ICT**

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The ICT Manager presented the report which outlined a proposal to provide Members with an ICT solution following the 2023 Elections.

It reviewed the current provision of Members ICT equipment and examined the results of a questionnaire that was sent to all Elected Members during February 2023.

The Panel's attention was drawn to the following sections of the report:

- Current ICT Solution.
- Current ICT Support Arrangements.
- Setting the Scene – Current trends regarding ICT device usage.
- Options considered.
- Proposed Solution.

The Chair thanked the ICT Manager for the report and invited questions from the Panel, a summary of which is set out below.

In response to a question from Councillor Morley on Councillors not being issued with a Council mobile phone, the ICT Manager explained that Councillors could request a sim card for use in their personal mobile phone.

Following further questions, the ICT Manager explained that a keyboard could be supplied with an iPad. It was noted that there was a range of keyboards which Councillors could choose from.

In response to question from the Chair, Councillor Moriarty on excessive data use, the ICT Manager explained that if the data used was excessive outside of the normal Wi-Fi using a sim card then the amount could be deducted from the Member's allowance.

The Portfolio Holder for Finance, Councillor Mrs Dickinson commented that Councillors should not be dictated to on what their Member allowance was spent on. In response, the Monitoring Officer explained that agreement would be required from the Councillor before any ICT costs could be deducted from the allowance.

Councillor Morley commented on issues experienced due to not being able to access InSite from an iPad and that clear instructions would need to be given to new Councillors following the May Election. In response, the ICT Manager explained that a new version of SharePoint would be available by the end of 2023 which would make InSite more user friendly for both iPads and laptops.

The Portfolio Holder for Corporate Services, Councillor Humphrey added that the Members ICT allowance was a contribution to IT costs and Councillors could opt to use a Sim card but it would be acceptable to make a deduction from the Member's allowance if that Member choose to use a Sim card.

Councillor Moriarty declared an interest as he had a sim card in his Council iPad which was not paid from his allowance but used in his Councillor role at Parish Council meetings.

The Chair thanked the ICT Manager for the report.

**RESOLVED:** The Panel supported the recommendations to Cabinet as set out below:

- 1) It is recommended that each Elected Member is provided with either an iPad tablet or laptop after the 2023 elections.
- 2) A 4G sim car can be provided in cases of poor connectivity, access to Microsoft Portal and where required a sim card to replace the current Council supplied mobile phone.
- 3) If a 4G iPad or laptop sim is provided the cost of this will be deducted from the Members allowance.

CP124 **CABINET REPORT: TOWNS FUND LOCAL ASSURANCE FRAMEWORK**

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The Monitoring Officer presented the report and explained that it was a government requirement of the Borough Council, in its role as Accountable Body for the King's Lynn Town Deal to ensure there was an appropriate local assurance process in place to oversee the delivery of approved projects in line with the approved Business Cases. It was noted that the report sought approval to update the Local Assurance Framework to reflect the latest government guidance for the implementation phase of the Town Deal for King's Lynn.

In conclusion, the Monitoring Officer explained that the LAF was critical to manage the Towns Fund investment to ensure the appropriate reporting, monitoring and governance arrangements were in place to manage the risks, spend and delivery of the programme.

It was noted that Councillors Middleton and Blunt were the Council appointed representatives on the Town Board.

The Chair thanked the Monitoring Officer for the report and invited questions from the Panel.

The Monitoring Officer responded to questions in relation to:

- The reasons why it was considered that the report was not a key decision.
- Town Deal Delivery Phase and diagram at Appendix 1, page 65 of the Agenda – structure to be put in place to satisfy Government criteria.
- Programme Management – diagram on page 56 of the Agenda.
- Town Deal Programme Board.

- Regular Project Highlight Reports and published for project boards included the Member Major Projects Board.
- Scrutiny process – Scrutiny Panels would be updated during the project delivery at key stages of projects and if there was a significant change a report would be brought to Cabinet and the Scrutiny Panels could choose to include the item on their work programme.

Following further comments and questions from the Panel, the Monitoring Officer explained that the Town Deal Board (TDB) projects were now into the delivery phase and the future role of the TDB would be to provide an oversight of the projects.

The Portfolio Holder for Development, Councillor Blunt provided an overview of the role of the TDB going forward and that the Government criteria had to be adhered to in order to receive the £25m funding.

The Regeneration Programmes Manager concurred with the comments made by the Portfolio Holder for Development and the Monitoring Officer on the future role of the TDB and added that regular performance monitoring reports were available.

Following a comment from Councillor Morley relating to the Guildhall, the Monitoring Officer advised that this would be subject to a separate report and would be a key decision.

The Executive Director, Place explained that projects were being closely monitored and officers were working to ensure there were clear processes going forward.

Councillor Morley proposed that the report should be a key decision but there was no seconder to support the proposal.

Councillor Morley voted against the recommendation set out below.

**RESOLVED:** The Panel supported the recommendation to Cabinet as set out below:

That Cabinet approve the updated King's Lynn Town Deal Local Assurance Framework (Appendix 1).