

Borough Council of  
**King's Lynn &  
West Norfolk**



# **Council**

## **Agenda**

**Thursday, 6th September, 2018**  
at 6.30 pm

in the

**Assembly Room  
Town Hall  
Saturday Market Place  
King's Lynn**





King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX  
Telephone: 01553 616200  
Fax: 01553 691663

**COUNCIL AGENDA**

**DATE: COUNCIL - THURSDAY, 6TH SEPTEMBER, 2018**

**VENUE: ASSEMBLY ROOM, TOWN HALL, SATURDAY  
MARKET PLACE, KING'S LYNN PE30 5DQ**

**TIME: 6.30 pm**

**1. PRAYERS**

**2. APOLOGIES FOR ABSENCE**

**3. MINUTES**

To confirm as a correct record the Minutes of the Meeting of the Council held on 19 July 2018 (previously circulated).

**4. DECLARATION OF INTEREST**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

**5. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

To receive Mayor's communications and announcements.

**6. URGENT BUSINESS**

To receive any items of business which in the opinion of the Mayor are urgent.

**7. REPORT OF THE RETURNING OFFICER - BY ELECTION 2 AUGUST 2018**

At the by election on 2 August 2018 for the vacancy in the Snettisham Ward, Councillor Stuart Dark (Conservative) was elected.

## **8. PETITIONS AND PUBLIC QUESTIONS**

To receive petitions and public questions in accordance with Standing Order 9.

## **9. CABINET MEMBERS REPORTS**

In accordance with Standing Order 11.1 to receive reports from Cabinet Members in the following order and under Standing Order 11.2 (a) Members of the Council may ask questions of the Cabinet Member on their reports and Portfolio areas:

**(Councillors are reminded that this is a question and answer session not a debate.)**

- 1) **Corporate Projects and Assets - Councillor A Beales** (Pages 6 - 8)
- 2) **Development - Councillor R Blunt** (Pages 9 - 11)
- 3) **Housing and Community - Councillor A Lawrence** (Pages 12 - 14)
- 4) **Environment - Councillor I Devereux** (Pages 15 - 16)
- 5) **Facilities and IT - Councillor Mrs K Mellish** (Page 17)
- 6) **Performance - Councillor P Hodson** (Pages 18 - 20)
- 7) **Deputy Leader and Culture, Heritage and Health - Councillor Mrs E Nockolds** (Pages 21 - 23)
- 8) **Leader and Resources - Councillor B Long** (Pages 24 - 25)

## **10. MEMBERS QUESTION TIME**

In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chairman of any Council Body (except the Cabinet).

## **11. RECOMMENDATIONS FROM COUNCIL BODIES**

**(Members are reminded this is a debate, not a question and answer session)**

To consider the following recommendations to Council:

- 1) **Standards Committee - 19 July 2018** (Pages 26 - 27)
- 2) **Cabinet: 21 August 2018**

CAB46: Treasury Management Strategy Amendment 2018-19  
CAB51: King's Lynn - Strategic Property Acquisition  
CAB52: Nora Phase 4  
CAB53: Nora Business Park Enterprise Zone Premises

**12. APPOINTMENT TO OUTSIDE BODY (Pages 28 - 29)**

To: Members of the Council

Councillors B Anota, B Ayres, Miss L Bambridge, P Beal, A Beales, R Bird, R Blunt, Mrs C Bower, A Bubb, Mrs S Buck, Mrs J Collingham, J Collop, Mrs S Collop, C J Crofts, N Daubney (Chair), I Devereux, Mrs S Fraser, P Gidney, R Groom, G Hipperson (Vice-Chairman), P Hodson, M Hopkins, M Chenery of Horsbrugh, Lord Howard, M Howland, G Howman, H Humphrey, C Joyce, P Kunes, A Lawrence, B Long, C Manning, G McGuinness, Mrs K Mellish, G Middleton, J Moriarty, A Morrison, Mrs E Nockolds, T Parish, M Peake, D Pope, P Rochford, C Sampson, Miss S Sandell, M Shorting, T Smith, Mrs V Spikings, Mrs S Squire, M Storey, M Taylor, T Tilbrook, A Tyler, D Tyler, G Wareham, Mrs E Watson, J Westrop, D Whitby, A White, Mrs M Wilkinson, T Wing-Pentelow and Mrs S Young

For Further information, please contact:

Sam Winter, Democratic Services Manager 616327  
Borough Council of King's Lynn & West Norfolk  
King's Court, Chapel Street  
King's Lynn PE30 1EX

**CABINET MEMBERS REPORT TO COUNCIL**

**6 September 2018**

**COUNCILLOR ALISTAIR BEALES - CABINET MEMBER FOR CORPORATE PROJECTS & ASSETS**

For the period 19 July to 6 September 2018

**1 Progress on Portfolio Matters.**

The co-investment with the Vancouver Centre to deliver a new H&M clothing retail outlet plus four other shop units has moved forward significantly with the structural steel work now in place. The development is somewhat behind schedule owing mainly to the original 1960's/70's building being constructed over utility apparatus and services that were not identified on the utility providers mapping information systems. These issues now seem to be resolved and I understand that hand-over for H&M to carry out their internal fit-out will take place later in the year with store opening happening during the first quarter of 2019.

This initiative shows the Council's proactive and can-do attitude towards shaping the environment in which we all live for the benefit of residents and Council tax payers. As Members will be aware, there are a number of such projects and the Councils overall programme is significant, so I thought it would be worth laying out some of the factors that are evaluated in the course of recommending any particular proposal. I apologise for the length of what follows but I hope it is useful. Specific figures have been removed due to commercial sensitivity, but of course, members can have these details outside of the public domain should they wish.

**Vancouver Centre redevelopment – background.**

The Council entered into an Agreement for Surrender and Lease and a Development Funding Agreement in February 2017 following Cabinet Approval to facilitate the redevelopment of the former Co-op Westgate/Beales Department store site. The site was vacant and formed part of the original 1960's/1970's shopping centre development. The Council was already involved with this site as it owns the freehold of the site and it was leased to the Vancouver Centre operators on a long ground lease arrangement with the Council receiving 25% of the rents arising from the occupational leases for the building.

The building became vacant when Beales Department Store went into a

Company Voluntary Administration (CVA) and subsequently the site looked somewhat derelict and was having an adverse impact upon the town centre.

The ground lease provided that if the Vancouver Centre wanted to undertake improvements to the building to make it more lettable or to improve the rental income levels then the Council had the opportunity to co-invest on the capital required in order to maintain its income percentage from the site. It is important to note that if the Council had not committed to the co-investment it would only receive the rents passing prior to the redevelopment – these ended up being zero following the CVA of Beales Department store. The Council engaged with the Vancouver Centre operators and entered into the above-mentioned agreements on the basis that the site would be redeveloped on the back of a Pre-Let Agreement with H&M – a significant clothing retailer. In addition to the two storey unit to be built for H&M four other smaller retail units would be constructed. It was considered that the presence of H&M would drive footfall and make not only the four other units more marketable – but it would also enhance the overall retail offer within the town and hopefully help to sustain the town.

The contract documentation is quite complicated.

#### **Agreement for Surrender & Lease**

- Rather than try to make use of the original lease documentation it was agreed that the relevant part would be surrendered, and a new lease granted.
- This documentation also ties in the H&M Pre-Let Agreement
- This documentation also provided for a variation to the Walkways Agreement\* so that the floor space could be extended to accommodate the corporate store format required by H&M. [\*the pedestrianised areas were formerly adopted Highway maintained by NCC – however during the mid-2000's Vancouver Centre redevelopment this highway was "stopped up" and the Walkways Agreement was created to make sure that the Vancouver Centre operators managed and maintained the space appropriately].
- Lease Term BCKLWN & Vancouver Centre - 200 years
- Lease Term Vancouver Centre & H&M - *available on request*.
- Rent share for Council - 25%
- Rent from H&M – *details of rent levels available on request* but represents circa 3.9% return on the Council's total investment plus there are the rents to come from the other units.

#### **Development Funding Agreement**

- Council's contribution to development costs is 25% Construction costs had already been tendered by time DFA signed so the Council is sharing the risk and the reward. The Council has a budgeted figure for its share of construction costs, this is probably a matter of public record in the Capital Programme *but is also available on request*.
- There are step-in rights if the Vancouver Centre fails, first option to the

- Vancouver Centres financial institutions and then BCKLWN.
- All collateral warranties for the Professional Team and project management team.

## **2 Forthcoming Activities and Developments.**

The Council's appointed consultants, Aecom, are working towards the preparation of a hybrid planning application for the Nelson Quay project.

A series of stakeholder meetings/workshops and public consultation events are planned, leading up to the planning submission and to help shape the application.

The first phase will involve stakeholder workshops for two specific groups as follows:

- Statutory stakeholders
- Non Statutory stakeholders (local interest groups)

The workshops are planned for September (both probably held on the same day) and officers are looking at potential dates which the team, venue etc. can all accommodate.

Cabinet will receive a report for consideration on 13 November 2018.

Subject to Cabinet approval, a public consultation event will follow, to be held on the Tuesday Market Place at the end of November to tie in with the Christmas Market and late night shopping (29th-30th November).

## **3 Meetings Attended and Meetings Scheduled**

Meeting attendance is limited during the harvest period but is as follows:

31<sup>st</sup> July – Regeneration and Development Panel

13<sup>th</sup> August – portfolio meeting

16<sup>th</sup> August – meeting with Leader, Deputy Chief Exec & Property Services Manager

21<sup>st</sup> August – Cabinet

5<sup>th</sup> Sept – Custom Build Task Group

6<sup>th</sup> Sept – Council



**CABINET MEMBERS REPORT TO COUNCIL**

**6 September 2018**

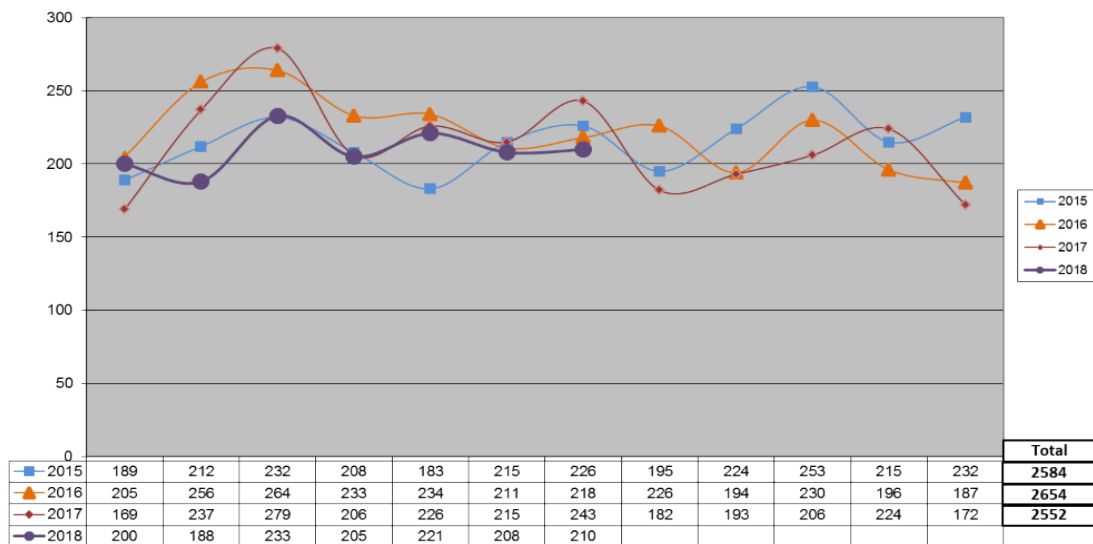
**COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT**

For the period 19 July 2018 to 24 August 2018

**1 Progress on Portfolio Matters.**

**Planning Applications**

Planning and discharge of condition applications received

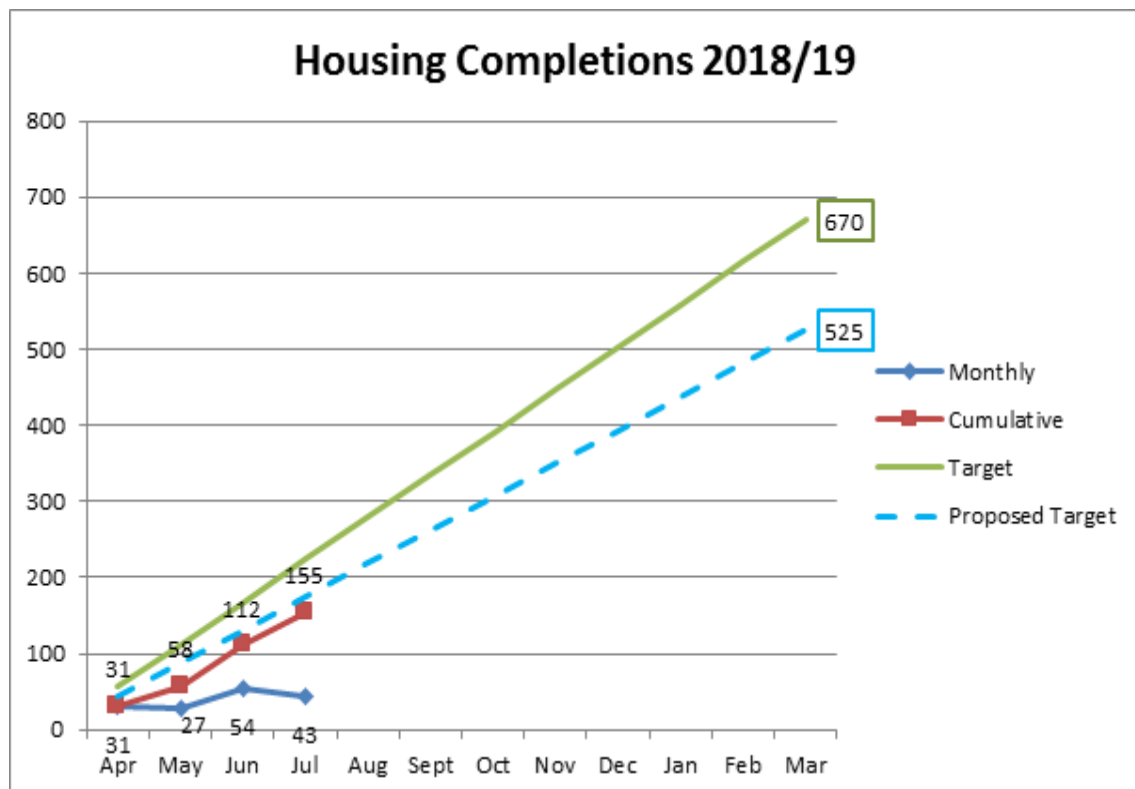


**Planning Portal Financial Transaction Service**

The Planning Portal was privatised in 2015 and up until now it has been free for applicants to submit planning applications via the Planning Portal. However, they are introducing a new financial transaction service in early September 2018 to help fund and develop the Planning Portal and the content of its website. The Planning Portal will charge the applicant £16.67+vat per application submitted. Applications made online through the Planning Portal, along with the application fee, will only be released to local authorities once the full planning application fee and the associated submission fee has been paid.

Currently we receive approximately 90% of planning applications via the Planning Portal. Information contained within the application form is automatically populated into the case management database and therefore a considerable saving on manual entry. The introduction of a submission fee could have a significant impact on the planning validation team as there could be an increase in planning applications and associated documents being submitted by email with no automatic integration to the case management database. The impact will be

monitored.



## NPPF 2

The revised National Planning Policy Framework (NPPF) was published in July . This sets out the government's planning policies and how these are expected to be applied. It promotes high quality design of new homes and places, provides stronger protection for the environment, places a greater responsibility and accountability for housing delivery from councils. The overarching theme is to ensure that the right homes are built and in the right places in order to assist in meeting government's ambition for 300,000 homes to built each year in England by the mid 2020's.

The empathies on sustainable development still applies. As well as the five year housing land supply test, a further test has been introduced which looks at the actual number of homes which have been delivered and measured this against what should have been built. Known as the Housing Delivery Test, it is hard hitting with high thresholds, less than 95% results in the need for an action plan to be produced and less than 75% leads to the presumption in favour of sustainable development being engaged – the same as not having a 5 year housing land supply. Results of this test are determined and published by the government every November from this year and the position is fixed until the following November.

Local Plans now have to produced / reviewed every five years, and there is continued support for Neighbourhood Plans. There is a chapter on making effective uses of land which advocates the use of brownfield sites and promotes higher densities for all sites at towns and accessible locations. Support is also shown for rural businesses and housing.

NPPF 2 introduces a standard method for calculating housing need which is the starting point for the Local Plan and land supply calculations. This may yet be amended as the government have singled a potential consultation in September following the publication of new household data in September. The Planning Practice Guidance (PPG) which supports the NPPF and provides further information on implementation of the policies has no yet been updated, this

expected before the winter.

### **Custom & Self-Build**

NPPF 2 also contains the requirement to meet the needs of those who wish to build or commission the build of their own home. A Custom & Self-Build Task Group was established in mid-2016. As part of this, in late August, Mario Wolf (head of the right to build task force) in effect the government's main person when it comes to custom and self-build visited King's Court. Over two days Mario was involved in challenge sessions with Members and senior officers from both the planning and housing strategy departments.

The outcome of these sessions was to develop a holistic approach to custom and self-build through an Action Plan. This would involve the commissioning of further research into the level of need in the borough, policy development through the Local Plan review to create a policy environment which enables custom and self-build development opportunities to come forward, and the potential to develop Borough Council owned sites as serviced plots to enable members of the local community to be able not only to realise their dreams and build/ commission the build of their own home, but also to lead the way and demonstrate this can be done successfully to others. The Task Group will now firm up the Action Plan with continued support from Mario before presenting this to the Local Plan Task Group, the Regeneration and Development Panel and Cabinet.

### **Meetings Attended**

Cabinet Sifting  
Cabinet  
Various meetings with Officer  
Local Plan Task Group  
Custom and Self Build Task Group

**CABINET MEMBERS REPORT TO COUNCIL**

**6 September 2018**

**COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR HOUSING AND COMMUNITY**

For the period 19 July to 28 August

**Progress on Portfolio Matters.**

**Home Choice**

The figures for July are as follows

174 High  
296 Medium  
527 Low

There were 60 applicants housed

**Accelerated Construction Programme**

I have previously reported that the Council had participated in a programme run by Homes England that seeks to accelerate housing delivery on sites in local authority control. Essentially the funding seeks to fund the costs associated with infrastructure or abnormal costs.

Confirmation was received earlier this month that all sites submitted were approved and subject to an offer of grant in the region of £10m (this is subject to adjustment and is therefore only indicative at this stage. Further discussion will need to take place with Homes England to agree the conditions upon which will be applied to the grant – this will have to be agreed by the end of September. The key obligation is that works on these sites will commence by 2021. A special cabinet meeting will be held on 18th September, when a decision will be made on whether to accept the offer.

**West Norfolk Housing Co. changes**

Changes were agreed to the Council's West Norfolk Housing Co. that means that it is now a 'not-for-profit' company limited by shares. This change was a requirement that had arisen from changes to social housing regulations. It is now anticipated that the West Norfolk Housing Co. becomes Registered Provider of Social housing after a meeting of Social Housing Regulator's new registrations committee to take place on 6 September.

### **Challenge session with the national Right to Build Task Force**

Building on our industry event held in June with landowners and agents we took up an invitation from the national Director of the Task Force to help facilitate discussions to help identify a suitable package of measures to support people who want to commission their own house build. Mario Wolf from the National Custom and Self Build Association facilitated an officer and member sessions over two days. A draft delivery plan has arisen from the sessions which will go to the next Custom Build Task group. Some policy changes will be proposed that will come forward as part of the Local Plan review.

### **Home First – Hospital Home pilot**

We have started a new initiative involving staff from Housing Options and Care and Repair being based at the hospital for part of the week. The purpose is that a housing specialist can intervene where patients have housing issues that could potentially delay them from leaving hospital when they should, or that they are discharged inappropriately. In the case of people returning to unsuitable housing, the business case is that early interventions could help prevent accidents at home and more costly interventions and/ or further ill-health. The risks to mental and physical health from homelessness and rough sleeping are clearly understood, as are the risks faced by individuals returning home to housing of a poor standard, particularly around inadequate heating; dampness ;and trips and falls hazards. The pilot that started in June is going very well, and new practices mean questions to ask regarding housing are not being left until discharge dates – when too little time is left to address issues.

### **Public Toilets**

Wales Courts, Downham Market: Still discussing options with Downham Market Town Council, they will be considering at their September Town Council meeting.

Howdale, Downham Market: All utilities disconnected, obtaining quote to demolish, as the roof is a reinforced concrete slab as such cannot be carried out in house.

North Beach, Heacham: Refurbishment work planned for this winter ready for 2019 season.

Bowling Green, Hunstanton: Now fully refurbished and operational.

Old Hunstanton: Options still being explored.


<b>Meetings Attended</b>
--------------------------

Full Council Meetings with Officers Cabinet sifting
---

**CABINET MEMBERS REPORT TO COUNCIL****6 September 2018****COUNCILLOR IAN DEVEREUX- CABINET MEMBER FOR ENVIRONMENT**

For the period 19 July to 28 August

**1 Progress on Portfolio Matters.**

The recently published National annual waste performance data showed that in the last year BCKLWN increased the proportion of household waste diverted for recycling and composting from 45.66% to 46.4%. We were the only council in Norfolk to improve such performance in the year, which was due to our garden & food waste policies and the collection of an additional 2300 tonnes of garden waste. Our Team is to be congratulated on these improvements which buck the national trend!

Brown bin sales have now reached 28121 and the fifth garden waste collection vehicle has been deployed and is collecting bins.

New litter bins are being installed in Hunstanton as the additional enabling work is being completed and will be followed by a new bin installation at Heacham.

The procurement process for the future waste collection contract is gaining pace, with the key control documents being reviewed by an independent legal team to ensure that all significant risks and essential requirements are addressed. Broad agreement has been reached with our Partner Councils on individual and joint costs to reflect their specific requirements, workshares and deliverables over the contract lifecycle. This will enable firm annual budgets to be set for each Authority from contract initiation.

In conjunction with others, our CSNN team were actively involved in managing the environmental sound impact of the Houghton Festival to minimise the effect on the local community – a significant issue in previous years. They were able to reduce the number of noise complaints to 17.

Efforts continue to pursue fly tipping prosecutions.

**2 Forthcoming Activities and Developments.**

Activity will increase across all areas as memories of the long, hot summer recedes!

Following my nomination by Council to the Alive Leisure Trust, I completed their request for information as a suitable candidate and await induction with formal appointment expected at the forthcoming Board on 27<sup>th</sup> September.

It is already apparent that my appointment as the Environment Agency Coastal Member for the Anglian (Central) Regional Flood and Coastal Committee will provide valuable insight to inform the Borough plans to deliver The Wash and East Coast Management Strategy and the plans of those Internal Drainage Boards with responsibility for tidal waters.

### **3 Meetings Attended and Meetings Scheduled**

A(C)RFCC  
E&C  
Cabinet Sifting and Cabinet  
Scheduled  
Single use Plastics Working Group  
E&C  
Council



**CABINET MEMBERS REPORT TO COUNCIL**

**6 September 2018**

**COUNCILLOR MRS KATHY MELLISH - CABINET MEMBER FOR FACILITIES AND ICT**

For the period 20 July to 6 September 2018

**1 Progress on Portfolio Matters.**

Whilst we are still receiving positive reports from the Open Day at Mintlyn we are now beginning to work up a refurbishment plan for the whole site. We have had feedback regarding the gravel paths so they will be included as part of the overall project. More information to follow as we are at the very early stages.

Now the weather has changed issues at Bawsey have reduced but the effort to negotiate a better solution for next year is still ongoing.

**2 Forthcoming Activities and Developments.**

Regular meetings with Officers and Executive Directors

**3 Meetings Attended and Meetings Scheduled**

Officer meetings  
Cabinet meeting and Portfolio updates  
Cabinet Sifting

**CABINET MEMBERS REPORT TO COUNCIL**

**COUNCILLOR P HODSON - CABINET MEMBER FOR PERFORMANCE AND ECONOMIC DEVELOPMENT**

For the period 19<sup>th</sup> July to 24<sup>th</sup> August 2018.

**1 Progress on Portfolio Matters.**

**Markets**

Members will be aware that we have been working with the King's Lynn BID (Discover King's Lynn) to host two specialist markets each month. These take place on the Saturday Market Place on the first and third Saturdays of each month. The Farmers' Market has been a great success with consistently between 20 and 30 traders participating and whilst a lower number have been attending the Craft and Makers' Market, both are continuing into the autumn when they will take a break until the spring during which time we will be working with the BID to review the product mix within the Craft and Makers' Markets to see if we can expand this still further in the new year.

**Hunstanton Southern Seafront**

Hemingway Design were commissioned by the Council in April 2018 to prepare a masterplan for Hunstanton's Southern Seafront area. The project, co funded by the Norfolk Business Rates Pool, will look at potential redevelopment options for under-utilised sites in the south of the town, promenade enhancements and the feasibility of a marine lake. A 'Visioning' event and workshop was held by Hemingway Design in July 2018 with over 60 stakeholders attending to share their views and ideas for the area. A portal has been launched and will be open until mid-September to seek the public's views and ideas which will inform the design of a preferred masterplan to be developed by the team.



Hemingway Design, specialists in coastal renewal, have been commissioned by the Borough Council of King's Lynn & West Norfolk to develop a vision for Hunstanton's South Beach. Hunstanton is a unique place with a distinctive character and rich Victorian heritage. The aim of the redevelopment is to enhance the seaside resort by re-enlivening its leisure and tourist attractions and restore its once-strong personality. This could be a driver of really positive change for the town, its economy, culture and profile and for us to do this we would like your help.

**[TAKE THE ONLINE SURVEY HERE](#)**

This online portal is the major tool we are using to give as many people as possible the chance to contribute to the future of the southern seafront area. It can be completed in no more than 10 minutes but we hope you will take your time and help make the area the best place it can be.

**2 Meetings Attended and Meetings Scheduled**

- Cabinet Meeting
- Cabinet Sifting
- Coastal Community Meeting
- Hunstanton Coastal team meeting
- Martin Chisholm
- Ostap Paparega

Watlington Parish Council  
R & D Panel Meeting  
Audit Panel Meeting  
BID Meeting  
Portfolio Meeting  
Chris Bamfield  
Meeting with New Anglia LEP  
Ray Harding  
Brian Long  
Alan Gomm

**CABINET MEMBERS REPORT TO COUNCIL****6 September 2018****COUNCILLOR MRS EA NOCKOLDS  
CABINET MEMBER FOR CULTURE, HERITAGE & HEALTH**

For the period 19 July to August 28th 2018

**1 Progress on Portfolio Matters.**

Following our successful bid to 'Combating Loneliness and Reducing Social Isolation' Fund Lily 4 was launched on 1st July. Lily 4 was awarded £164,345 per annum for 3 years. This funding means we will be working with all adults hence the name change to just 'Lily'. The Borough Council are also contributing to the project. Our graphics team designed a new Lily logo to fit with the new Lily age group of 18 plus and our Communications team have helped to ensure wording is easy to understand on both the directory categories and the marketing materials. Lily branding has included a complete redesign of the directory, social media and marketing materials. The Lily directory is currently being rebuilt with new categories. Lily 4 has already reached over 4000 people on Facebook during July and early August. According to Google statistics, in July, the Lily online directory had 3,336 users.



The Lily infopoint at the QEH has been updated to show the new logo and age group.

Lily 4 will concentrate on supporting residents in West Norfolk to access social activities to support their health & well being. The team will also continue to signpost and refer residents to relevant support services if appropriate. Our Lily Co-ordinator has been working with 23 Lily Advisors across the 5 voluntary organisations as well as the Library Service staff and volunteers who will be 'Lily Champions'.

Continuing the West Norfolk brand which is recognisable with existing platforms, the Leader Trail project, both web-site and mobile application, is going to be named 'Explore West Norfolk'. A second mobile application will be named 'Walk West Norfolk Trails'.

The website and Mobile App prototype has been agreed although the logo is still being worked on. Photography of participating venues are in process and is due to be completed within the next two weeks. The promotional videos are in process and due to be completed by the end of September.

The Norfolk Museums Kings Lynn staff have completed the work on improving the interpretation and display at the South Gate. The new displays, which includes replica furniture, smells, food objects, brass rubbings, clothing to wear and Interpretation panels are all in place. The South Gate opened to the public on 4th August. Its thanks to many loyal volunteers that the building is open 3 afternoons each week until mid September.

## **2 Forthcoming Activities and Developments.**

To commemorate the centenary of the ending of the First World War a land art project, named 'Return to the Battlefields', will be installed in the Tower Gardens. The project will involve working with the local branch of the British Legion, 600 children from local schools and the Outreach Officer at Stories of Lynn. 600 mini soldiers will be decorated and a name from the cenotaph will be placed on each one by the school pupils. The children will also attend an activity day to learn about their soldier from the Records and view the Roll of Honour held in the Archive Centre.

Within this project 2 fullsize 'There but not There' World War Tommies, purchased by ourselves and the Rotary Club, will be installed overlooking the battlefield consisting of the mini soldiers.

The Soap Box Derby at Hunstanton on the 23rd September is being sponsored by Searles of Hunstanton. The registration of entrants is complete as 50 groups applied well in advance of the closing date.

As it's the 20th anniversary of the start of investigations into Seahenge and the 10th anniversary of the display of the Seahenge at the Lynn Museum colleagues from the NCC Historic team and the WN & KL Archaeological Society are working together to stage a Seahenge conference on 10th November. There are proposals for a school conference event during the same week.

## **3 Meetings Attended and Meetings Scheduled**

Portfolio meetings with;

- Ray Harding Chief Executive
- Lorraine Gore Exe Director Finance
- Chris Bamfield Exe. Director Commercial Services
- John Greenhalgh Environmental Health Manager
- Roger Partridge Hunstanton Heritage Gardens Outreach Officer
- Racheal Williams Stories of Lynn Education & Outreach Officer

Environment & Community Panel  
Regeneration & Development Panel  
Alive Management & Alive Leisure Joint meeting  
Joint Norfolk Museums Service Committee  
Local Education Cultural Partnership Board  
KL Festival Board meeting

West Norfolk & Kings Lynn Girls Schools Trust  
Annual Allotment presentation Awards  
Anglia In Bloom Judging Kings Lynn  
Britain In Bloom Judging Hunstanton  
Heritage Action Zone Board meeting  
KL & Area Museums Committee  
South Gate volunteer team

**CABINET MEMBERS REPORT TO COUNCIL**

**6 September 2018**

**COUNCILLOR BRIAN LONG – LEADER & CABINET MEMBER FOR RESOURCES**

For the period 19 July to 28 August 2018

**1 Progress on Portfolio Matters.**

Local Enterprise Partnerships.

The Government has issued guidance on the future of Local Enterprise Partnerships, how they are governed and their membership. As we are currently in two LEPs we will have to make a choice going forward as no areas are going to be allowed to be in two. Our choice will be between the New Anglia and the newly formed LEP that sits as part of the Combined Authority in Cambridgeshire. This would mean consideration of joining the combined authority as an associate member with non-voting rights.

Both parties seem keen to want West Norfolk to be involved, government has also indicated that LEPs will need to be self-funding.

We will have to make our decision known to the LEPs so they can submit their business case to Government.

AONB National Conference 2018

As chairman of the Norfolk Coast Partnership I attended the annual conference for AONB partnerships. There was a number of plenary sessions that looked at the future of AONBs and whether or not they became National Parks. The main difference is the status of planning consultation and the governance surrounding the management of an area. There was a general support for increased weight to be given to planning opinion from AONBs however creating a full separate planning authority seemed to be a step too far for some. If there are any further developments, I will advise Council as and when this happens.

Budget Position.

The latest budget monitoring report showed no variance from expected budget position, with no additional savings identified. I will of course advise council of any changes as required.



**2 Forthcoming Activities and Developments.**

Nothing to report on this month.

**3 Meetings Attended and Meetings Scheduled**

In addition to my usual round of Cabinet and Portfolio meetings I have also attended the following:

West Norfolk Housing Company – Board Meeting  
AONB National Conference – Kent.  
E&C Panel  
Meeting with Chairman and Chief Executive NALEP  
Custom and Self Build Task Group  
Meeting with Labour Group Leaders

## REPORT TO COUNCIL

Date of Meeting: 6 September 2018

### STANDARDS SUB COMMITTEE RECOMMENDATIONS

On 19 July 2018 the Standards subcommittee (Cllrs Ayres, Sandell, Wilkinson) considered a report from the Council's Monitoring Officer following an investigation into a complaint against Cllr Toby Wing Pentelow that he had breached the King's Lynn and West Norfolk Borough Code of Conduct.

#### Summary of the Complaint:

Borough Councillor Toby Wing Pentelow breached the Code in that he made an insulting remark to the Complainant ("What, down the docks") at a Full Council Meeting on 25 January 2018 when the Complainant asked a question in her capacity as a member of the public.

#### Relevant sections of the Code of Conduct

The Borough Council has adopted the Code.

The Code contains the following provisions that are relevant to this investigation:

*"As a Member of the Borough Council of King's Lynn and west Norfolk my conduct will in particular address the statutory principles of the Code by:*

*Valuing my colleagues and staff and engaging with them in an appropriate manner and one that underpins the mutual respect between us that is essential to good local government.*

*Always treating people with respect, including the organisations and public I engage with and those I work alongside."*

#### Summary of evidence considered and representations made

The Investigator found that the comment made at the meeting was insulting to the Complainant and that the Councillor DID breach the Code by failing to treat the Complainant with respect, and that by failing to apologise to the Complainant, despite being invited to do so, the Councillor has thereby aggravated the severity of the breach.

Neither Cllr Wing Pentelow nor the Complainant were present during the hearing.

#### Facts and Reasons

The Panel carefully considered the report, and the responses provided by the Investigator and reached the following conclusions;

The Panel noted that there was no dispute in relation to the key fact.

The Panel also noted Cllr Wing Pentelow's late and very brief explanation of the use of the term "down the docks" and lack of engagement in the investigative process.

The Panel considered that a reference to going or being 'down the docks' is local common parlance for referencing prostitution which has historically centred around the docks in port towns such King's Lynn and that this was a sexist comment.

The Panel did not accept Cllr Wing Pentelow's explanation that the comment was that it was a genuine question regarding whether the Complainant was suggesting that she and Councillor Lawrence sleep rough at or around the Purfleet Trust.

The Panel also noted that Cllr Wing Pentelow did not consider apologising, despite being asked as to whether he was willing to consider doing that on 7 February 2018 by the Monitoring Officer, until 2 days prior to the hearing.

The Panel felt that this comment, being made at a public meeting of Full Council reflected very poorly on the Borough Council of King's Lynn and West Norfolk and did not reflect the high standards that elected councillors as representatives of their communities should aspire to.

**The Panel identified the conduct identified as being a breach of the Borough Council of King's Lynn and West Norfolk Code of Conduct.**

#### **The Panel imposed the following sanctions**

The Standards Committee at the Borough Council of King's Lynn and West Norfolk exists to maintain high standards of conduct amongst elected members in line with the Code of Conduct and the expectations that the public have of elected members.

On this occasion they felt that Cllr Wing Pentelow's conduct fell short of the standards expected. Taking into account the circumstances of the case and the Councillors lack of acknowledgement of the offence that was caused, the Panel decided that;

- Cllr Wing Pentelow apologise to the Complainant, in terms agreed by the Chairman of the Standards Committee at a meeting of Full Council.
- Cllr Wing Pentelow be removed from any committee membership and removed from appointments to any outside body.
- Cllr Wing Pentelow be reported to Full Council and censured.

#### **RECOMMENDATIONS TO COUNCIL**

Whilst the subcommittee has the power to determine the sanctions set out above, only Full Council has the power to implement some of those sanctions and consequently the following sanctions need to be approved by Council;

- Cllr Wing Pentelow be removed from any committee membership and removed from appointments to any outside body.
- Cllr Wing Pentelow be censured by Full Council

**REPORT TO COUNCIL**

Lead Member: Councillor Brian Long E-mail: <a href="mailto:cllr.brian.long@west-norfolk.gov.uk">cllr.brian.long@west-norfolk.gov.uk</a>		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: <a href="mailto:sam.winter@west-norfolk.gov.uk">sam.winter@west-norfolk.gov.uk</a> Direct Dial:01553 616327		Other Officers consulted:		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equalities Impact Assessment NO	Risk Management Implications NO

**Date of Meeting: 6<sup>th</sup> September 2018**

**APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

**Purpose of Report**

This report seeks the nomination of a representative to serve on King’s Lynn Borough Charity.

The report also seeks replacement representatives to serve on King’s Lynn Conservancy Board and King’s Lynn Internal Drainage Board, subject to Council agreement of the recommendation to remove Councillor Wing-Pentelow from appointments to outside bodies, which is being considered earlier in the meeting as part of agenda item 12(i) – Standards Committee – 19<sup>th</sup> July 2018.

**Recommendation**

That Council appoints representatives to serve on:

- King’s Lynn Borough Charity.
- King’s Lynn Internal Drainage Board.
- King’s Lynn Conservancy Board.

**Reason for decision**

To ensure continued representation by the Council.

**1. APPOINTMENT REQUIRED**

(i) King’s Lynn Borough Charity

The Council appoints two representatives to serve on King’s Lynn Borough Charity. The current representatives are Councillors Bubb and Groom.

Members serve for a four year period. Councillor Groom’s term of office ends on 2<sup>nd</sup> September 2018.

Council is requested to appoint a representative to King’s Lynn Borough Charity for a four year period commencing 3<sup>rd</sup> September 2018.

(ii) King’s Lynn Conservancy Board

Subject to Council agreement of the recommendations in agenda item 12(i) Council are invited to appoint a replacement representative to serve on King's Lynn Conservancy Board to replace Councillor Wing-Pentelow. Current representation is as follows:

Councillor Ayres – to 31st January 2019  
Councillor C Sampson – to 31st January 2019  
Councillor Kunes – to 31st January 2021  
Councillor Wing-Pentelow - to 31st January 2020

Council are therefore requested to appoint a representative to serve until 31<sup>st</sup> January 2020.

(iii) King's Lynn Internal Drainage Board

Subject to Council agreement of the recommendations in agenda item 12(i), Council are invited to appoint a replacement representative to serve on King's Lynn Internal Drainage Board to the period May 2019, to replace Councillor Wing-Pentelow. Current representation is as follows:

Councillors B Ayres, M Chenery of Horsbrugh, C Crofts, R Groom, G Howard, B Long, Mrs E Nockolds, D Whitby, Mrs S Young, T Wing-Pentelow

## **2 BACKGROUND PAPERS**

Outside Bodies Database.