

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET DECISION SHEET

Decision Sheet from the Meeting of the Cabinet held on Tuesday, 18th June, 2019 at 5.30 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor B Long (Chair)
Councillors R Blunt, I Devereux, P Gidney, P Kunes, A Lawrence, G Middleton
and E Nockolds

1 **MINUTES**

RESOLVED: The minutes of the meeting held on 26 March 2019 were agreed as a correct record.

2 **URGENT BUSINESS**

None

3 **DECLARATIONS OF INTEREST**

Councillor I Devereux declared a non pecuniary interest in the Cinema at the Corn Exchange item as a Council appointed trustee to the Alive Trust - he did not vote on the item.

4 **CHAIRMAN'S CORRESPONDENCE**

None

5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillor A Dickinson
Councillor C Joyce – items 9,10,14 and 21
Councillor J Lowe – item 22
Councillor J Moriarty – item 15
Councillor D Pope – items 9,10,11, 22
Councillor A Kemp – items 10,11,13, 21
Councillor A Ryves – item 22
Councillor A Tyler – item 14
Councillor de Whalley – 13 and 22

6 **CALLED IN MATTERS**

None

7 **FORWARD DECISIONS**

The forward decisions list was noted

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

Recommendations to Cabinet from the Regeneration and Development Panel meeting 12th March 2019 on RD94: Report of the River Informal Working Group. This was noted for future reference.

The recommendations from the Regeneration and Development Panel - RD12: Exempt – Corn Exchange Cinema Proposals.

The recommendations from the Environment and Community Panel - EC11: Cabinet Report - Food Waste and Garden Waste Treatment Procurement

The comments from all meetings of the Panels were taken into account during consideration of the items.

9 **KLIC EXTERNAL ENQUIRY - TERMS OF REFERENCE AND APPOINTMENT OF CHAIR**

RECOMMENDED: That Council approve the following:

1. The terms of reference for the external KLIC inquiry as set out in Appendix 2 of the report
2. Delegate to the leaders of the Councils three groups the appointment of the Chair of the External Inquiry.

Reason for Decision

To respond to the Notice of Motion agreed by Council on 26th March 2019. To ensure that external expertise and insights are utilised to assist the council in improving its systems procedures for the management of large scale capital projects and partnerships.

10 **MAJOR PROJECTS BOARD TERMS OF REFERENCE**

RESOLVED: 1) That the process in place for managing and monitoring Major Projects be approved.

2) That a new Major Projects Member Board is established. The Member Board will consist of 7 elected members as shown at 2.8 within this report and to include Regeneration and Development Panel.

Reason for Decision

To provide assurance that the council's major projects programme is run in accordance with the Major Projects (Officer) Board Terms of Reference.

11 **REVENUE OUTTURN 2018-23**

RESOLVED: 1) That the revenue outturn and proposed transfers to reserves for 2018/2019 be approved. An amendment to the transfer to reserves was agreed with a reduction in the transfer for future events and £20,000 to be used to enable a review of to the council's carbon footprint to be undertaken.

2) That the amendments to the Earmarked Reserves policy be approved.

Reason for Decision

To approve the revenue outturn for 2018/2019 of the Council

12 **CAPITAL PROGRAMME AND RESOURCES 2018-2023**

RESOLVED: 1) That the outturn of the capital programme for 2018/2019 of £29,232,450 be approved.

2) That the financing arrangements for the 2018/2019 capital programme be noted.

3) That the revised 2018/2023 capital programme and financing as detailed in the report be approved.

Reason for Decision

To report the outturn 2018/2019 for the Capital Programme and update members on capital spending and resources for 2019/2023.

13 **FOOD AND GARDEN WASTE TREATMENT - PROCUREMENT**

RECOMMENDED: That the Executive Director for Commercial Services be authorised to commence two procurements for the Borough Council's treatment of separately collected food waste and separately collected garden waste and grounds maintenance wastes.

- a) Food Waste treatment (anaerobic digestion) is procured within the existing Joint Venture arrangements.
- b) Garden Waste treatment (composting) is procured in the open market

Reason for Decision

The potential for savings in the procurement of the two treatment contracts for the separate waste streams was not delivered in previous procurement and by the very nature of the wastes local sites are

required for the receipt of these wastes for treatment. The joint venture company NEWS Ltd operates the only well placed transfer station available for the receipt of food waste and has experience in the receipt and arrangements for the treatment of food waste through anaerobic digestion.

14 **KING'S LYNN AREA CONSULTATIVE COMMITTEE - REVIEW**

RECOMMENDED: That the King's Lynn Area Consultative Committee continues to operate after 1 May 2019 for a further 4 years.

Reason for Decision

To allow KLACC to continue to operate.

15 **COUNCIL GOVERNANCE**

RECOMMENDED: 1) That a proportional Council Task Group to consider Governance Models, consisting of 6 members (3 Con, 2 Ind, 1 Lab) be established.

2) That a budget of up to £25,000 is established to provide officer support to the task group.

Reason for Decision

To enable members to examine alternative governance models and assess their suitability for the Borough Council.

16 **AMENDMENTS TO THE SCHEME OF DELEGATION**

RECOMMENDED: 1) That Council approve the amended Scheme of Delegation.

2) That the Chief Executive, in consultation with the Leader be given delegated Authority to make minor amendments to the Scheme to resolve any anomalies which may occur.

Reason for Decision

To ensure that the Delegation Scheme mirrors the decision making structure

17 **CABINET APPOINTMENTS TO OUTSIDE BODIES**

RESOLVED: 1) That representatives be appointed to serve in an Executive capacity on the outside bodies and partnerships requiring appointment in the Appendix attached to the report.

2) That the reporting arrangements be noted, as shown in section 3 of the report.

3) To note that all other appointments to Outside Bodies will be made at the Council meeting on 4th July 2019.

Reason for decision

To ensure continued involvement in the community by the Council.

18 **APPOINTMENTS TO LOCAL PLAN TASK GROUP, JOINT SAFETY & WELFARE COMMITTEE AND JOINT EMPLOYEE COMMITTEE**

RESOLVED: 1) That officers be instructed to seek the Membership from Group Leaders for the Local Plan Task Group for the new Municipal Year.

2) That the Membership for 2019/20 of the Joint Safety and Welfare Committee be: Councillors B Long, P Kunes and D Tyler;

and Joint Employee Committee: Councillors R Blunt, I Devereux, P Kunes, B Long and G Middleton.

Reason for Decision

To allow the business of the Council to continue into 2019/20.

19 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part 1 of Schedule 12A to the Act.

20 **EXEMPT - CABINET OUTTURN REPORT 2018-2019**

The exempt elements of the Capital Programme report were considered.

21 **INTERIM MANAGEMENT OF THE KLIC BUILDING**

RESOLVED: 1) That the principle of the proposed short-term interim management arrangements for the King's Lynn Innovation Centre as set out within this report be approved and delegated authority be granted to the Assistant Director Regeneration & Property, in consultation with the Portfolio Holder – Business Development, to finalise terms in line with market rates for such a service

2) That Authority be delegated to the Assistant Director Regeneration & Property, in consultation with the Portfolio Holder – Business Development, to identify and secure (potentially by way of a formal contract) a longer term management arrangement for the King’s Lynn Innovation Centre; and

3) That Authority be delegated to the council’s legal services provider to draft and complete the necessary legal and contractual documentation necessary for the interim and longer term management arrangements for the King’s Lynn Innovation Centre.

Reason for Decision

The Council is in the process of taking (or has taken) possession of the King’s Lynn Innovation Centre (KLIC). It is important that the business occupiers of the KLIC building are not adversely affected by the formal possession proceedings being undertaken by the Borough Council. The Council is seeking a low-impact, seamless transfer both in the interim and the longer term. The Council will need to assess, and secure, the most efficient and cost-effective way of managing the facility in the future

22

CINEMA DEVELOPMENT

RECOMMENDED: 1) Agree to proceed with the Corn Exchange cinema proposals and amend the Capital Programme as detailed in the report at 2.4.5.

2) Include options in the tender for ground floor toilets, façade, foyer area as separate cost items.

3) Delegate authority to the Executive Director, Commercial Services in consultation with the Portfolio Holder to proceed with the procurement and construction of the cinema screens and associated works.

Reason for Decision

To enable the cinema proposal to proceed, reduce the revenue cost of the Corn Exchange, contribute to the Council’s cost reduction plan and assist with creating a vibrant town centre leisure offer.

23

MANAGEMENT RESTRUCTURE - SUCCESSION PLANNING

RESOLVED: 1) Approve a reduction in the number of Executive Directors from four posts to three on the retirement of the Chief Executive, by ring fencing the appointment of a new Chief Executive/Head of Paid Service from the remaining Executive Directors

2) On the retirement of the Executive Director Commercial Services approve a further reduction in the number of Executive Directors from three to two.

3) Approve the appointment of 8 Assistant Directors and one Assistant to the Chief Executive with initial appointments ring fenced to existing Assistant Directors/Service Managers or filled externally through deletion of currently vacant posts at Service Manager level when specific professional qualifications are required.

Reason for Decision

To continue the process of succession planning within the organisation, offering opportunities for development of existing staff, and to ensure continued robust management of the organisation

The meeting closed at 7.24 pm