

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



COUNCIL MEETING

Agenda

Thursday, 17th October, 2019
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
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Dear Councillor

You are hereby summoned to attend a meeting of the **Borough Council of King's Lynn and West Norfolk** which will commence at **6.30 pm** on **Thursday, 17th October, 2019** in **The Assembly Room, Town Hall, Saturday Market Place, King's Lynn** to transact the business shown below.

Yours sincerely

Lorraine Gore
Chief Executive

BUSINESS TO BE TRANSACTED

1. PRAYERS

2. APOLOGIES FOR ABSENCE

3. MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 5 September 2019. (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. PETITIONS AND PUBLIC QUESTIONS

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

8. REVIEW OF PROPORTIONALITY (Pages 12 - 13)

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) **Business Development - Councillor G Middleton** (Pages 14 - 15)
- 2) **Commercial Services - Councillor P Kunes** (Pages 16 - 17)
- 3) **Development - Councillor R Blunt** (Pages 18 - 21)
- 4) **Environment - Councillor I Devereux** (Pages 22 - 23)
- 5) **Housing - Councillor A Lawrence** (Pages 24 - 26)
- 6) **Project Delivery - Councillor P Gidney** (Pages 27 - 28)
- 7) **Deputy Leader and Culture, Heritage and Health - Councillor Mrs E Nockolds** (Pages 29 - 31)
- 8) **Leader and Resources - Councillor B Long** (Pages 32 - 34)

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) **Cabinet: 24 September 2019** (Pages 35 - 38)

CAB53: Boal Quay – Gallery Proposal

CAB54: Nar Ouse Enterprise Zone Implementation and Delivery

CAB55: Heritage Action Zone – Chapel Street

12. NOTICES OF MOTION

To consider the following Notices of Motion:

(3/19), submitted by Councillor J Moriarty:

In 2018 this Council introduced a new system for sifting planning applications. Said scheme was subsequently reviewed in early 2019.

On both occasions the council breached its own Scheme of Community Involvement (SCI) by failing to consult key partners in the planning process, namely Parish Councils.

It is agreed there will now be a consultation exercise with Parish Councils, said exercise to be overseen by an appropriate panel or body of elected councillors.

(4/19), submitted by Councillor A Kemp:

Lynn Transport Plan and Hardings Way Bus Lane

A large number of Constituents across the Borough, including South Lynn and the Friars, and from the Walpoles to North Runcton and Setchey, are now aware of the harm, distress and adverse impact on disabled residents, people in mobility scooters, families with children and prams, retired residents, those less able to walk and children walking to school, in the South Lynn community, the Friars and other parts of the Borough, for whom Hardings Way is the only safe route into town, if Council goes ahead with its plan to run a road through the Buggy Pavement & Safe Route to School, and allow traffic, HGV's and two other roads across the Wisbech Road part of Hardings Way Bus Lane; and want to avoid the detrimental impacts.

In 2009, a bid for £5.3m funding from the Community Infrastructure Fund (CIF 2) to implement a package of transportation improvements in King's Lynn, was approved at the Borough's Cabinet.

This included a public transport road link across the waterfront area from Wisbech Road to Boal Quay.

This public transport link was Hardings Way.

The purpose of Hardings Way was to speed up buses through the bus lane and reduce congestion, air pollution and emissions from buses from London Road, from the town centre and from the gyratory.

Members - and the local community - were advised that it was envisaged that the road would never be a through traffic route, with the exception of buses.

The Transport Statement said that " the route would initially be used by 13 buses per hour, off peak, in each direction throughout the day, rising to an

anticipated 15 per hour from 2016 and 17 per hour from 2021. During peak hours, initial estimates are that 22 services per hour will use the route (0800 to 0900 and 1700 to 1800 Monday to Friday) It is likely that by 2021 the weekday am/pm peak could be up to a maximum of 26 per hour in each direction. There would be significantly less bus movements in all off peak periods”.

The Development Control Board said:

“The provision of the bus route is expected to reduce bus journey times, equating to a time saving of 4 minutes for AM peak inbound journeys and 3 minutes for PM peak outbound journeys.

In addition to extended scheduled journey times currently experienced at peak periods, extended layover times between journeys are planned throughout the day to provide a robust schedule that enables services to recover from unpredictable operational delays”.

Lynn Transport Strategy

Hardings Way will underpin the success of the West Lynn Park and Ride, under consideration in the Lynn Transport Plan. Shuttle buses, using Hardings Way as the fast route to town, will encourage drivers to leave their cars outside the town, avoid the town centre queues and reduce congestion and emissions.

Hardings Way Bus Lane has a strategic role to play in further reducing traffic entering Lynn. The aspiration must be to increase the flow of buses and make Lynn a carbon neutral town.

Planning Application September 2017

However, by a planning application of Sept 2017, the Borough granted itself planning permission that would place general traffic and and maximum HGV's on a fifth of Hardings Way, build three access stub roads for 50 houses on Hardings Way South and move the bus lane north 15m north; and instructed Norfolk County Council to amend the two Traffic Orders that banned general traffic on Hardings Way.

There was no highways impact assessment.

The County Council has destroyed the road specification for Hardings Way and it is uncertain if it was built to withstand maximum weight vehicles that the traffic orders would permit.

The Traffic Orders allows general traffic and maximum weight HGV's on the first 125m of the bus lane, even though the feeder road, Wisbech Road, has a 7.5 tonne weight limit.

The Equality Impact Assessment said that disabled people would suffer a significant detriment.

The access for the private firm placing maximum HGV's on the bus lane, and the other two accesses, would be paid for by the Borough Council.

There have been 1,400 online and written objections to general traffic on any part of Hardings Way.

There is a 38 degrees petition.

123 written objections to the Traffic Orders were sent to Norfolk County Council.

Flood Risk

The Hardings Way South area was flooded in the Great Flood of '53, in the floods of '78 and Hardings Way was flooded during the storm surge

Tidal Hazard Mapping for the River Great Ouse shows the site is located in a high flood risk area, where the mapping identifies inundation to depths of up to 2m in a flooding event, over the development's lifetime. The Local Plan Task Group is being approached over concerns regarding the suitability, sustainability and safety of Hardings Way South as a location for people's homes.

Disability and Protected Groups

This Council has just appointed a new Disability Champion for the Borough, and is committed to understanding, listening and improving life for disabled residents.

The western pavement along Hardings Way South is a key walking route into town for disabled people including buggy users, for families with prams and young children, and for the whole community. It encourages people to leave their cars at home and walk into town.

Hardings Way is the only safe route into town.

Implementation of the planning permission would allow an unsignalled crossing in the wide western pavement, and introduce points of conflict with cars, parked cars and HGV's in turning manoeuvres, putting disabled buggy users, cyclists and other vulnerable users at risk.

It would affect safety and independent use of the road for those less able to walk.

People in Buggies do not feel safe using London Road unaided to get into the town centre, as it has sloping pavements with an uneven surface and several road accesses that are not safe to cross, as they are not traffic lit and have inadequate drop kerbs.

Hardings Way Buggy Lane in contrast, has a wide smooth pavement on a flat surface that is easy for buggies to negotiate.

People with disabilities want to lead fulfilling lives and get to town under their own steam.

The implementation of the traffic orders would affect the independence and safety of disabled residents and the attractiveness of cycling into town. People would be deterred from getting into town under the own steam.

Hardings Way links into National Cycle Lane 1.

Hardings Way South is also used by parents to teach children to cycle.

Hardings Way South is part of the safe route to school for children at Whitefriars Primary.

The former Head of Whitefriars School was promised by the County Council in 2009 that general traffic would never be allowed on the Bus Lane, because of concerns about pollution near the adjacent school playground.

Hardings Way was built on waste ground that was the traditional walking route into town for residents and plays an important role in healthy lifestyles and improving public health outcomes in the deprived area of South Lynn.

In view of the disruption to the efficient working of the bus lane and to Lynn's Transport Strategy, the high flood risk to building in Hardings Way South, and the impact on older and disabled residents and young families if the Traffic Orders and planning permission were implemented, and in view for the strategic imperative to reduce traffic from entering the historic town centre:

Council urges Cabinet, in the strongest terms, to review all work planned to be done on or around Hardings Way, under (but not limited to) Planning Permission 17/01008/F, in the hope that they will not move the bus lane north, or introduce any new roads across it, and not allow any additional types of traffic onto it, or diminish any of its current features which enable pedestrians, prams and buggies to use it unhindered by traffic; in order to prevent the detrimental impacts.

(5/19), Submitted by Councillor M de Whalley

1. This council recognises that:
 - a. Local Government exists to ensure the wellbeing of its population through its statutory and moral authority across a wide range of economic and social aspects of local life.

- b. The human influence on the climate system is unequivocal, and recent man-made emissions of greenhouse gases are the highest in history.
 - c. Recent climate changes have had widespread impacts on human and natural systems. This and other factors have led to a crisis in ecology and biodiversity.
 - d. West Norfolk is already at a high and increasing risk of the effects of climate change which endangers the population. This council has the legal and moral responsibility to act both across its own corporate activities and those wider economic and social issues over which it has regulatory control and influence.
 - e. The 2015 Paris Agreement, which the UK has ratified, sets a temperature target of limiting global heating well below 2°C with efforts to achieve 1.5°C.
 - f. “For King's Lynn and West Norfolk to make its fair contribution to delivering the Paris Agreement's commitment to staying ‘well below 2°C and pursuing 1.5°C’ global temperature rise, then an immediate and rapid programme of decarbonisation is needed.”*
 - g. The 2018 Intergovernmental Panel on Climate Change report showed that “impacts are much greater if 1.5°C is exceeded.”
 - h. The social and economic costs of delayed action far outweigh those of rapid mitigation and adaptation to the 1.5°C target.
2. For the above reasons the Borough Council of King’s Lynn and West Norfolk declares a climate and biodiversity emergency and commits to the following actions:
- a. Ensure that every decision made by this council takes into consideration the impact on climate change and biodiversity as the top priority.
 - b. Achieve carbon neutrality by 2030, or earlier, across the Borough Council’s own corporate activities.
 - c. Use all Council regulatory means (such as local plan, transport, regeneration etc.) to ensure that the relevant aspects of life across West Norfolk become net zero carbon by 2030, or earlier,

across the population to meet the Borough Council's fair share of the UK commitment to the Paris Agreement temperature target.*

- d. Not to exceed a Borough population-wide all-time "energy only" budget of 8 million tonnes of CO2 (or equivalent) emissions, as calculated recently to meet the Paris Agreement temperature target.
- e. Prepare a report, within six-months of this motion, outlining how West Norfolk can sufficiently reduce carbon emissions through energy and other Council strategies, plans and contracts to ensure the above commitments are met.
- f. Include a full carbon footprint for the Borough with future trajectories.
- g. The above report will be overseen by the formation of a Climate Change and Biodiversity task group which will report to the appropriate Council body.
- h. Review and performance monitoring of climate change strategy will take place every six months.
- i. Establish a West Norfolk Climate Change Partnership with key stakeholders & Government departments to develop new strategic and policy approaches.
- j. Invite contributions and instigate a wide-ranging programme of community engagement and awareness within the next six months.
- k. Lobby Westminster to deliver the legislation and resources necessary for the required changes.
- l. Provide adequate staff, time and leadership to effect the above.

* Tyndall Centre, Manchester, "Setting Climate Commitments for King's Lynn and West Norfolk", October 2019.

6/19 Submitted by Councillor F Bone

This Council notes:-

Hardings Way in South Lynn was built as part of a £5.3 million Government funded scheme to allow the NORA development to proceed and to help reduce pollution on London Road

When planning permission was granted, in 2009, it was for public transport, and not general traffic. Prohibition Orders were put in place to prohibit traffic entering Hardings Way from Wisbech Road.

A senior highways engineer of Norfolk Highways Authority who advised the Norfolk Casualty Reduction Partnership Board on highways safety issues wrote to state that Hardings Way was only for pedestrians, cyclists and public transport and was not safe for any other use.

Therefore, this Council calls on the Cabinet to bring a report to this Council detailing all aspects of Hardings Way to include, but not exclusively, implications of a nature that cover:

- Legal
- Financial
- Social
- Environmental
- Highways Safety
- Highways Impact Assessment

This Council instructs the Chief Executive to write informing Norfolk County Council that this Council will not fund any and all work carried out in association with Hardings Way until this Council has considered the report from Cabinet.

Lorraine Gore
Chief Executive

REPORT TO COUNCIL

Open				
Lead Officer: Sam Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial: 01553 616327			Other Officers consulted: Chief Executive, Monitoring Officer	
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications YES	Equality Impact Assessment req'd NO	Risk Management Implications NO

Date of Meeting : 17 October 2019

REVIEW OF PROPORTIONALITY

It is the duty of the Council to review annually the entitlement of political groups to seats on committees in line with the proportionality rules set out in the Local Government and Housing Act 1989. The rules allow adjustments to be made to make whole numbers of seats and, once the Council has determined how adjustments should be made, appointments are made to committees on that basis. As there has been a change in Group membership it is being presented for review.

RECOMMENDED: That proportionality be amended by the change of seats as follows:

Conservatives gain 2 seats on: Licensing and Appeals Board and Licensing Committee.

Independent lose 2 seats on: Licensing and Appeals Board and Licensing Committee.

1 Background

The rules around proportionality are as set out below:

- (1) No political group can have all the places on a committee (the exception is the Cabinet).
- (2) A group having an overall majority on the Council is entitled to a majority of seats on each committee.
- (3) The aggregate number of seats across all committees is allocated in accordance with each group's entitlement.
- (4) The number of seats on each committee is allocated in accordance with each group's entitlement.

2 Proportionality Change

Following a change in Group membership across the Council it has required the proportionality to be reviewed.

The changes is that Councillor M Howland has left the Independent Group and now sits as an Independent Councillor unaffiliated to a Group.

3 Amended level of Seats Allocated

To take into account the amended proportionality, Council is invited to approve the change.

CABINET MEMBERS REPORT TO COUNCIL

17 October 2019

COUNCILLOR GRAHAM MIDDLETON - CABINET MEMBER FOR BUSINESS DEVELOPMENT

For the period 6 September to 8 October 2019

1 Progress on Portfolio Matters.

Future High Streets

Work is well underway in producing our draft bid for the Future High Streets fund. Officers are working hard on schemes that encapsulate the directive from the government. A draft bid needs to be completed by January 15th and a final bid submitted by 30th April. Members will see these ideas at Regeneration and Development committee soon with a date to be confirmed.

Future towns fund

It has been heavily publicised that Kings Lynn has been earmarked as a potential receiver of some £25 million as part of a government fund to improve towns. At this stage we are still awaiting details of this and work will commence once we have direction of possible areas of development.

NORA

Infrastructure works and funding are well underway within Cllr Gidney's portfolio but from a business perspective I'm happy to see progress with the 6 speculative units being built by the council. In terms of business development we have already had positive conversations with other interested parties who wish to be sited at NORA and are worked with them to accommodate their needs. The future looks positive with interest in a mix of office and industrial proposals coming forward.

Mayors business awards

I thought that you might like to know that this year's Mayor's Business Awards have now opened for entries.

The Borough Council has again joined forces with the Lynn News and other partners to allow us to launch this year's scheme to acknowledge and celebrate the success of businesses in West Norfolk.

There are ten different award categories each with their own sponsor and judge. You can enter as many categories as you wish

More information about the categories and their sponsors together with application

forms can be found on the Lynn News website at www.mayorsbusinessawards.co.uk

In addition to supporting the awards scheme as a whole, the Borough Council is directly sponsoring and judging the 'Mayor's Business of the Year'. This prestigious award will acknowledge a business which has made a noteworthy or significant achievement within a strong overall business performance

Business week (Discover Kings Lynn initiative)

Business Week went well, more participants would have been great as the speakers were all excellent. The events followed by careers fair was particularly good with over 100 students from CWA attending. Informal feedback from businesses is that they would like to do this event again.

Discover Kings Lynn (BID) summer events comments.

"In terms of events over the summer, BID recognise the investment that the Council make in putting on these events that do bring a lot of people into the town. We'd like to work more closely with you to promote them, to look at maximising business opportunities from them and to joint planning an events calendar that picks up on some of the feedback we've had from businesses and through the Vision King's Lynn work. On this note I'd like to propose that BID pulls together a meeting of interested parties for early in the new year to look at events for 2020."

Vicky Etheridge BID Manager

2 Meetings Attended and Meetings Scheduled

Hunstanton town council liaison meeting
Governance task group
Cabinet sifting
Cabinet
CPP
R and D committee
Heritage Day
Soap box Derby
Portfolio meeting Chris Bamfield
Officer meetings including, Jason Richardson, Martin Chrisholm, Matthew Henry, Mark Stanford, Fiona Huebank, Neil Gromit, Paul Harrison, Lorraine Gore, Chris Bamfield.
Hunstanton CCT
Joint portfolio meeting Cllr Gidney
Town and Around interview
Vicky Etheridge (BID Manager)
Sir Henry Bellingham MP
Cllr Andrew Jamieson (Cabinet member for finance NCC)

CABINET MEMBERS REPORT TO COUNCIL

17th October 2019

COUNCILLOR - PAUL KUNES – CABINET MEMBER FOR COMMERCIAL SERVICES

For the period 4th September to 17th October 2019

1 Progress on Portfolio Matters.

Work is still progressing on the project to enable “cashless” parking in the St James multi-story car park. Equipment installation should begin on-site next week, and it is hoped the system will be up & running by the end of October / early November.

Ground water levels are being monitored at the Gayton Road cemetery and burials are continuing as required.

Officers are looking at future options for burials in King’s Lynn.

As members will be aware the Council has been awarded funding to develop proposals for a Stage 2 application to the governments Future High streets fund for King’s Lynn. A part of the funding is to be used to develop a Car Parking Strategy that will help the Council firstly with its FHSF bid early in the new year and also to look into the long term requirements for car parking and how this may change in the future. Sufficient, well located and attractive car parks that integrate well with the Highway network will play an important role in ensuring a sustainable future for the Town centre.”

I attended a meeting of the Norfolk Parking Partnership at County Hall on September 12th to discuss all aspects of Parking throughout the County.

2 Forthcoming Activities and Developments.

We had hoped to arrange a meeting in September with myself, officers and local funeral directors to discuss issues with ground water levels not only at Gayton Road, but other cemeteries (both council and parish run) in the Borough, but as further monitoring is taking place, and other options are being considered, it was decided to delay this meeting.

3 Meetings Attended and Meetings Scheduled

Cabinet
Council IT team
Car parks
Crematorium and Cemeteries
Corporate performance panel
Environment and community panel
QE Trust Board of Governors
Conservancy Board.
IDB

CABINET MEMBERS REPORT TO COUNCIL

17 October 2019

COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT

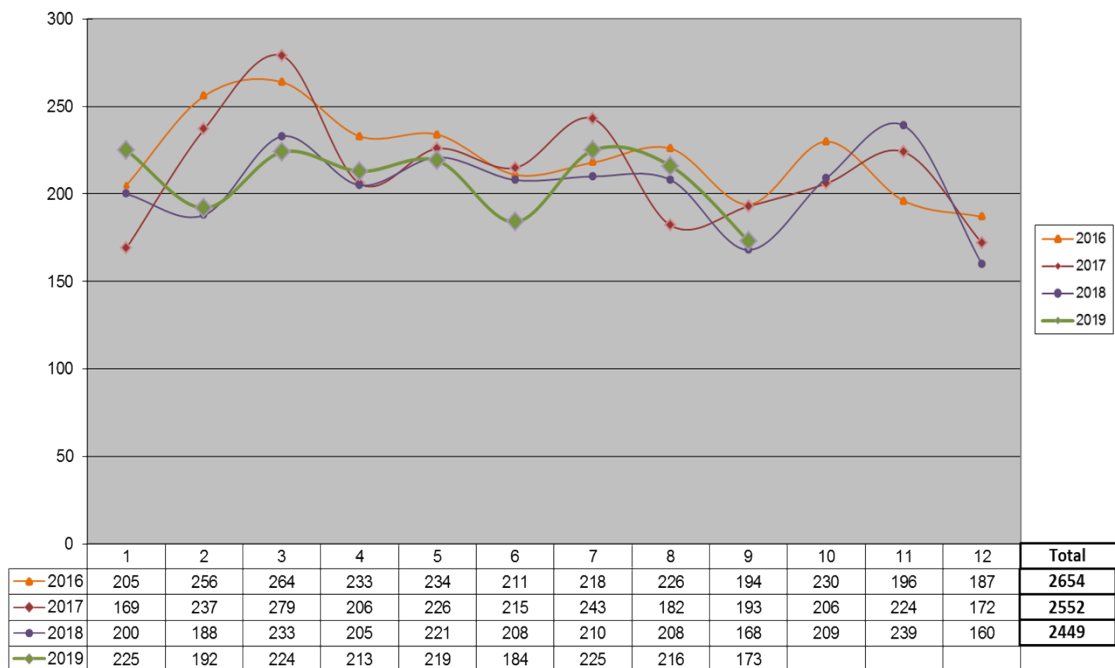
For the period 26 August 2019 to 4 October 2019

1 Progress on Portfolio Matters.

Planning Applications

Planning applications received between January and September continues to be consistent with the same period last year, 1841 in 2018 and 1871 in 2019.

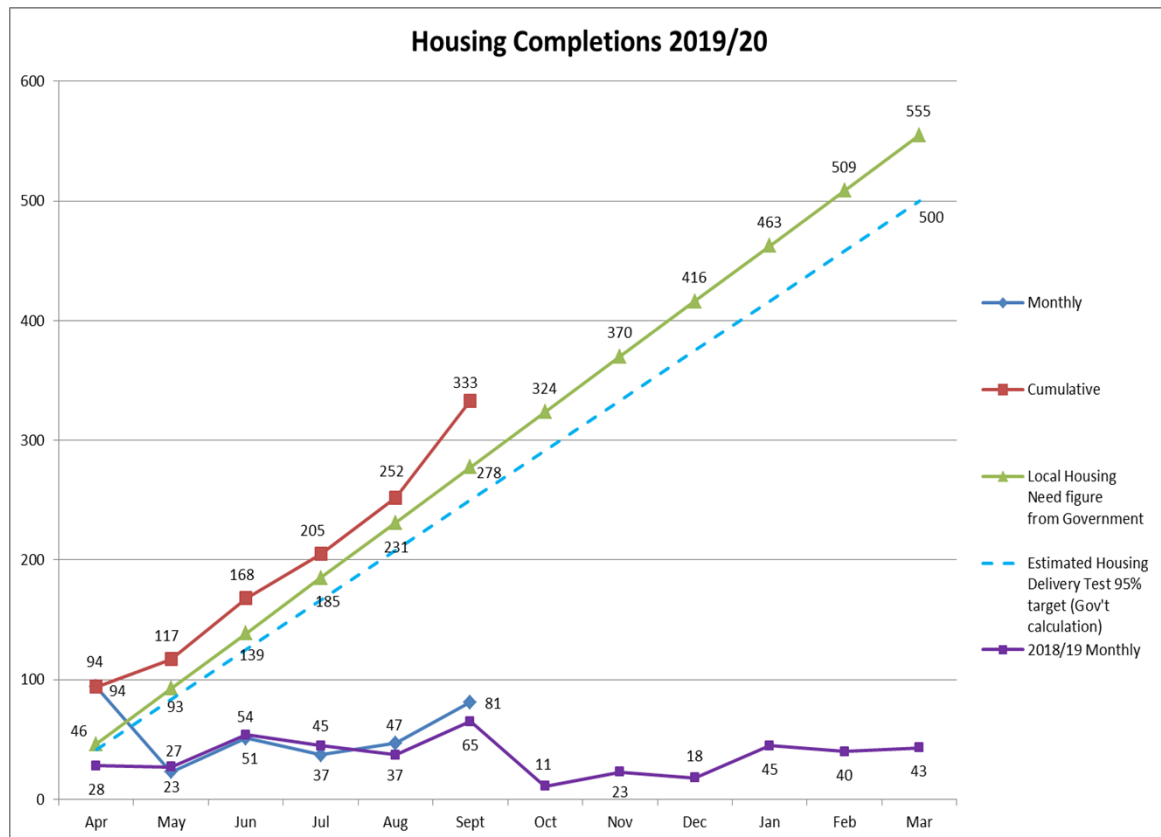
Planning and discharge of condition applications received



Income for the first six months of the financial year is lower than the same period last year, £643,708 in 2018 and £554,026 in 2019. However income is on target against projected income for the year 2019/20.

Housing Completions

Completions continue to perform well, 81 in September. 333 completions in the first six months, April – September, compared to 256 in 2018, 55 above the projected Local Housing Need figure set by Government.



Appeal Performance 1/1/19 – 30/9/19

	Dismissed	Allowed
Planning appeals	38	5
	88%	12%
Enforcement appeals	7	1
	88%	12%

The national average figure for planning appeals allowed is around 34%.

Parish Update

Parish council update and training sessions were held on the afternoon and evening of the 25 September and these were well attended, 80 parish councillors in total. The key areas covered:

- Local Plan
- Neighbourhood Plans
- Community Infrastructure Levy
- Street Naming and Numbering
- Development Control
- Planning considerations – this involved an exercise to determine what is and is not considered to be a material planning consideration when assessing and determining planning applications

Planning Appeals – Knights Hill

An appeal has been received against the refusal of planning permission for 600 dwellings at Knights Hill. The appeal will be heard by way of a Public Inquiry, and the Inquiry is due to take place from 14 -17 January 2020, at the Assembly Room in King's Lynn Town .

Local Plan & Housing

It is important that the Borough Council has an up-to-date Local Plan, maintains a land supply position in excess of the minimum five years 'required, and attempts to pass the newly introduced Housing Delivery Test. Our Housing Delivery Test Action Plan has recently been published and this sets out a series of actions the Borough Council will undertake in an attempt to increase housing supply and delivery, it also sets out our land supply position.

The Local Plan Task Group is continuing to review the topic areas and policies of the emerging Local Plan review. This is in light of the 1,200+ comments which we received from the draft consultation, which took place earlier this year, and the many changes Government has introduced to the planning system through the revised National Planning Policy Framework (NPPF) and associated Planning Practice Guidance (PPG) since the consultation began.

One of the major changes is the introduction of a standard method which local authorities should follow for calculating their Local Housing Need (LHN). For King's Lynn & West Norfolk the need figure is currently 555 new homes per year. This projected over the plan period (2016 to 2036), taking into account the allocations already made (in the current adopted Local Plan, 2016), and completions which have taken place since 2016 and those anticipated to come forward, it looks likely that the Local Plan review will not need to make further allocations of land for housing beyond those already made.

Members, Town/Parish Councils (in particular those preparing a Neighbourhood Plan) have been made aware of this.

However, there may be reasons that allocations are made at specific locations for example to support the overall growth strategy, because a site is brownfield and development of this has the potential to improve the area or a local community want a specific type of development to take place, which can be achieved through their Neighbourhood Plan .

It is important to note that this doesn't mean no further housing development in the Borough. The vital contribution to housing completions that 'windfall' development (housing coming forward on sites not allocated within the Local Plan/Neighbourhood Plans) makes is recognised and this is anticipated to continue coming forward into the future.

Meetings Attended

Portfolio Meetings,
Planning Committee Training,
Local Plan Task Group,
Custom and Self Build Task Group

CABINET MEMBERS REPORT TO COUNCIL

17 October 2019

COUNCILLOR IAN DEVEREUX- CABINET MEMBER FOR ENVIRONMENT

For the period 6th September to 7th October 2019

1 Progress on Portfolio Matters.

The Waste Manager and I attended a performance of the “Mars/Wrigley-Bin-It!” educational tour at Springwood High. This interactive learning opportunity aimed at year 7 students, was focussed on helping them to understand the importance of disposing of litter responsibly and emphasising their personal responsibilities. The company was presenting it several times a day at different schools for a week across Norfolk. The event was well received by both Staff and Students and confirmed our evolving approach to increase the future thrust of ‘Reduce, Reuse and Recycling’ waste campaigns to involve our schools towards improving our long-term waste collection performance.

On behalf of our Council, I signed the Courtauld 2025 Agreement committing us to making food and drink consumption more sustainable: our aim is to achieve a 20% reduction in food & drink waste and a 20% reduction in associated greenhouse gas emissions and water usage. This national scheme is led by WRAP, the government sponsored Waste and Resources Action Programme, and is endorsed by the Norfolk Waste Partnership.

Tactical planning and operational deployment of our Flood Defences across the Borough were once again successfully demonstrated during the high tides of 1st October. Fortunately, the wind strength and direction were significantly less than forecast such that no flooding occurred. Nonetheless, the risk assessments involved helped us to present the merits of our long-term flood defence proposals, plans and projects to the potential Funding Authority, the Anglian(Great Ouse)Regional Flood and Coastal Committee (A(GO)RFCC). As a consequence, the local Environment Agency and BCKLWN Flood Risk Management teams have jointly recommended that four projects, valued at over £400k over four years, should be undertaken in our Borough, subject to ratification at the 10 October meeting. The final draft of our Hunstanton Coastal Management Plan, outlining the scope and scale of the long-term work required, including climate change implications, was presented to the Wash East Coast Management Strategy-Stakeholder Forum on 3rd October.

Planning of our carbon footprint evaluation and assessment programme continues.

I was elected Chair of the new Governance task group on 4th September.

2 Forthcoming Activities and Developments.

The new Joint Authority Waste Collection Procurement has required extended negotiations due to risk transfer and mitigation issues, with completion now expected towards the end of this year.

3 Meetings Attended and Meetings Scheduled

Launch of Norfolk Coast Partnership Dark Skies Festival
Cabinet Sifting
Governance Task Group
Corporate Performance Panel
Anglian(Great Ouse)Regional Flood & Coastal Committee-Local Choices
Cabinet Briefing
Mars/Wrigley Bin-it! Educational Event at Springwood High
Courtauld 2025 Declaration Signing
Portfolio Meetings
Cabinet
King's Lynn Internal Drainage Board
A(GO)RFCC Local Choices Meeting
Alive Leisure Trust – AGM & Board
Wash East Coast Management Strategy – Stakeholder Forum
Planning Committee Training
Environment Agency – East Anglian Coastal Group

Scheduled

Norfolk Waste Partnership Board – 15/10
E&C Panel – 15/10
Cabinet Briefing – 16/10
Norfolk Rivers Internal Drainage Board – 17/10
Single Use Plastics – Informal Working Group – 17/10

CABINET MEMBERS REPORT TO COUNCIL

COUNCILLOR ADRIAN LAWRENCE – CABINET MEMBER FOR HOUSING

For the period 26 August to 4 October 2019

Progress on Portfolio Matters.

Home Choice

Figures for September

1047 applicants on register

1 Emergency

141 High

302 Medium

603 Low

58 Lettings

202 new applications/change of circumstances

Long Term Empty Properties (LTEP)

The data below comes from the charity action on empty homes website which compares LTEP in 2017 and 2018 in the 1st and second columns. There has been a small reduction in this area.

Norfolk	Breckland	467	419	61,042	-48	-10	DOWN	0.69
	Broadland	265	222	57,856	-43	-16	DOWN	0.38
	Great Yarmouth	534	585	47,779	51	10	UP	1.22
	Kings Lynn & West Norfolk	851	825	73,074	-26	-3	DOWN	1.13
	North Norfolk	603	482	54,801	-121	-20	DOWN	0.88
	Norwich	335	462	66,139	127	38	UP	0.70
	South Norfolk	285	356	61,267	71	25	UP	0.58

The table below shows the position in this area since the beginning of the year. The most useful figure for comparison purposes is the last column in the table below which remains fairly constant.

	Total Properties	Total Empty Properties	Total Empty Properties as a % of Total Properties	Total Long Term Empty Properties	Total Long Term Empty Properties as a % of Total Properties
	<i>Line 1 of the CTB1</i>	<i>Line 15 of the CTB1 - all empty/unfurnished and uninhabitable properties</i>		<i>Line 18 of the CTB1 - properties empty over 6 months</i>	
01 January 2019	73,233	1,758	2.40%	910	1.24%
01 February 2019	73,303	1,835	2.50%	1,158	1.58%
01 March 2019	73,379	1,844	2.51%	963	1.31%
01 April 2019	73,404	1,868	2.54%	1,001	1.36%
01 May 2019	73,463	1,905	2.59%	988	1.34%
01 June 2019	73,484	1,912	2.60%	988	1.34%
01 July 2019	73,496	1,901	2.59%	1,021	1.39%
01 August 2019	73,532	1,826	2.48%	989	1.34%
01 September 2019	73,589	1,812	2.46%	980	1.33%

A significant factor in the local figures is attributable to two housing schemes owned by Freebridge Community Housing. It is understood that the two completely empty housing schemes (Harpley and Plaxtole House) are planned to be demolished soon – subject to planning.

Officers continue to look for opportunities where LTEP can be acquired and where appropriate. If suitable properties are identified capital funding can be sought from Homes England where it is proposed to bring them back into use for the purposes of social housing or supported /temporary housing.

West Winch Housing Access Road-Funding opportunity

We are continuing to consider ways to gain external funding to assist the early delivery of the West Winch Housing Access Road to support the delivery of 4,000 new houses at West Winch. This follows and builds upon the Housing Infrastructure Fund (HIF) bid we submitted last year to Homes England which unfortunately was not successful. We are continuing to work with Norfolk County Council to design and ultimately secure planning permission for the road.

Recently, Norfolk County Council were offered the opportunity to apply for a new government fund (Major Routes Network MRN) supporting road infrastructure; and indicated that they considered putting forward the West Winch Housing Access road as part of their bid. We obviously supported this proposal. We understand that the Housing Access Road has now gained concept support by the regional transport body as part of four schemes from this region. A strategic Outline Business Case was submitted to the Department for Transport in July 2019. We are currently waiting to hear if we have been successful in progressing to the next stage of the bid process.

Custom & Self-Build Housing (Neighbourhood Plan Groups)

Officers from Strategic Housing and Planning Policy are holding a training

event for Neighbourhood Plan groups (NHP). The aim is to assist NHP groups in understanding what Custom and Self-build (CSB) housing is along with what the Council are doing and what opportunities Neighbourhood Plans can offer in relation to CSB. The event is on **10th Oct 2019**. Information can be obtained from Strategic Housing. Awareness raising and training is one of the actions identified in the Councils CSB Action Plan.

Homelessness and Rough Sleeper Strategy

The Council is required to produce a Homelessness Strategy. A new draft strategy has been prepared, which following the Environment and Community Panel meeting will be consulted on more widely. One of the issues highlighted in the strategy is the relatively high number of households presenting as homeless (or threatened with homelessness) because they have been evicted by social landlords. On a positive note, in light of this Freebridge Community Housing have committed to reviewing their relevant policies to make sure they are doing everything they can to assist the Council in preventing homelessness.

King's Lynn and West Norfolk – Housing Needs Assessment

The Council commissioned earlier this year a Housing Needs Assessment (previously called a Strategic Housing Market Assessment). The findings of this research have now been produced in a draft document that will be subject to development industry consultation. A number of briefings on this document are being planned. The Council's strategic policies should be informed by a local housing need assessment.

The purpose of the study is to determine the minimum number of homes needed; it should also reflect current and future demographic trends and market signals. The size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning for housing policies (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes).

Meetings Attended

West Norfolk Housing Company
Full Council
Meetings with Officers
Cabinet
Cabinet sifting

CABINET MEMBERS REPORT TO COUNCIL**17 October 2019****COUNCILLOR PETER GIDNEY - CABINET MEMBER FOR
- PROJECT DELIVERY**For the period 5th September to 6th October 2019**1 Progress on Portfolio Matters.**

High Street HAZ, or bid has been agreed for stage 1 and we are supplying more details on the development stage.

Very sad to announce that Hugh Fielden of Fielden and Mawson the project architects for the Chapel Street project has passed away; he was the lead designer. F&M have assured us they have the capability to continue with the commission. Matthew Henry has passed on our sorrow.

A HAZ meeting was held on 1st October this formally starts the project strategy in context with other future HAZ and other complimentary schemes. Stakeholder meetings are to be planned.

Future High Street Fund – we are through stage 1 of the bid. The timetable for submitting detailed proposals is very tight and has been extended, draft bids now to be in for January, final bids in for the spring.

Nb. FHSF and Town and Regions Funds are separate initiatives, they cannot overlap but should be complimentary. We are awaiting further details, but the match funding varies according specific type of project, the ratio is better for transport than other items. There are several areas which can benefit and these will come before the R and D Panel for consideration.

Hunstanton

Plans for the Hunstanton bus station and library site to be redeveloped into a new library and residential scheme are moving forward. Preparations for the Southern Seafront area are being refined. Both projects will be subject to public consultation commencing later this month. Wayne Hemingway will be leading on the proposals for the Southern Seafront.

Future considerations. We look to be well placed for some very beneficial schemes for the Borough, Officers are looking at the resources that we will need to ensure certain delivery of future projects which will have different sources of funding yet will need to be managed separately yet in context with one another. Monitoring expenditure and programme will be paramount.

2 Meetings Attended and Meetings Scheduled

September

9th Cabinet Sifting
10th R and D
16th Portfolio Meeting
17th West Winch PC
18th Cabinet Briefing
19th Joint Portfolio Meeting
24th Cabinet
24th Marriott's Warehouse Trust

October

1st HAZ Meeting

Extra Curriculum

National Construction Conference
3rd Professionalism an Industry that needs to change
3rd Building Regulation Industry Changes
4th Metal Health in the Construction Industry

CABINET MEMBERS REPORT TO COUNCIL**17 October 2019****COUNCILLOR MRS EA NOCKOLDS
CABINET MEMBER FOR CULTURE HERITAGE AND HEALTH**

For the period from 9th September to 8th October 2019

1 Progress on Portfolio Matters.

Interviews have been held and the Cabinet have awarded a contract and agreed to proceed with the main cinema auditoria project. The work for the cinema project will start during the Corn Exchange closure from 11th January to 5th March and will continue through to May.

Our WN Wins Lottery continues to do well for the many good causes in West Norfolk. At the moment there are 68 good causes on the web-site for purchases of tickets to choose to support. 1200 tickets have been purchased to almost 650 players. The allocation of prizes to the players are one jackpot of £25,000, 2 prizes of £2,000, 11 prizes of £250, 195 winning £25 and 1700 sets of 3 free tickets. A total of £37,000 has been raised for local good causes and £17,000 to the WN Community Fund for distribution via the Financial Assistance Fund.

A year ago the Health & Wellbeing Board agreed to establish a formal Sub-Committee of the Board comprising of District & Borough Councils. In April 2019 the Board agreed a twelve month focus on Homes & Health with District Councils, The 3 key themes agreed with the District Councils are, 1) Warm & Healthy Homes, which is a two year funded project with an aim to providing energy saving advice including providing and installing central heating systems, 2) Workforce Joint working, have received funding from Health Education England to support closer working with health and social professionals particularly with reporting referrals into home adaptations, and 3) Discharge from Hospital, (DD). The aim is to establish a sustainable model which works to reduce delayed transfer of care or discharge through referrals to dedicated housing Officers. The funding for DD has been agreed until March 2020 to work in all Acute and Community Hospitals and central Mental Health Trust. The service is highly regarded by the QE hospital staff with one Consultant commenting "really impressed with how quickly DD officers attended and worked with the patient".

LILY provides a comprehensive range of support and advice throughout west Norfolk plus the area surrounding Swaffham, to combat loneliness and social isolation. The on-line directory lists organisations and activities that can help people to live healthy, active and independent lives. The project is linked to the 'No Lonely Day' initiative. The LILY Team along with the Careline Dept.

continues to attend various community and Charity meetings, Libraries and Arts and Sport buildings giving talks and or providing one to one advice. Ask LILY is working in partnership with WNCCG promoting Dementia Awareness and to facilitate a grant if necessary to enable those living with Dementia to remain living safely in their home for longer. Measures that could be considered includes signage or colour differentiation.

2 Forthcoming Activities and Developments.

The Council are continuing discussions with stakeholders and site users of the Guildhall with the aim of placing an Expression of Interest, (EoI) for Lottery funding to Lottery Heritage Fund within the next two months. In preparation for the EoI the Council has commissioned Business and Architects consultants to undertake research into visioning and the sustainability of the Guildhall as well as the initial design work.

Alive WN has a campaign on encouraging people of all ages to remain active and healthy. The most recent campaign is a joint membership costing £25 per month with no start-up fee which enables members to have unlimited Gym, Swim or Classes. During the schools' half-term holiday activities are on offer at each of our 4 sport sites.

As part of our Service Level Agreement with Norfolk Museums Service Lynn Museum now has free admission from October until March. This is to encourage residents to visit. The current exhibition at Lynn Museum is "Journeys, People, Place and Pilgrimage". It connects with the NCC Green Pilgrimage project and is funded by EU Interreg programme. The exhibition draws upon the museums rich collection of nationally significant historic collection of pilgrim badges found in the river Purfleet. These badges include medieval lead souvenirs from the shrine at Walsingham. The partners from the European Green Pilgrimage Interegg group visited Norfolk last month. One of their study days was spent in Kings Lynn, the group from Norway, Sweden, Italy, Romania and Kent visited Kings Lynn entering via the Ferry from West Lynn.

3 Meetings Attended and Meetings Scheduled

Portfolio meetings with :

Lorraine Gore Chief Executive
Chris Bamfield Executive Director Commercial Services
Martin Chisholm Business Manager
Claire Thompsett Grounds and Open Space
John Greenhalgh Environmental & Health
Rachael Williams Stories of Lynn Learning & Engagement Officer

Cabinet

Regeneration & Development Panel

Environment & Community Panel

Alive West Norfolk Board

Heritage Action Zone Board

Kings Lynn Festival Board

KL & WN Girls Schools' Trust Board
WN Tourism Forum
PEACH Local Cultural Education Partnership
KL & WN Cultural Board
KL Internal Drainage Board
Primary Clinical Commissioning Committee
Friends of Lynn Museum AGM
Anglia In Bloom Presentations
Downham Market Town Council
Hunstanton Town Council
WNCCG Fairstead Surgery Meeting
WN Primary Care Commissioning Committee
Health & Wellbeing Board District Councils Sub-Committee

CABINET MEMBERS REPORT TO COUNCIL

17 October 2019

COUNCILLOR BRIAN LONG – LEADER & CABINET MEMBER FOR RESOURCES.

For the period 5th September to 7th October 2019

1 Progress on Portfolio Matters.

The last month has seen a very busy schedule of meetings with local businesses and really demonstrates the diversity of what local enterprise looks like in West Norfolk. In addition, the East of England All Party Parliamentary Group event saw me attending Anglian Water's Water treatment plant at Ingoldisthorpe and British Sugar at Wisington. Each of these businesses has a positive story to tell:

Anglian Water – Invested in reed beds to naturally filter the output from its plant, improving water quality on the upper reaches of the River Ingol and reducing speed of flow helping prevent flooding lower down the catchment.

Wisington – Growing over 40 acres of Cannabis inside greenhouses for use in pharmaceuticals, utilising the output heat and CO2 from its sugar production.

KL Technologies – 3 very varied businesses under one umbrella, making a diverse range of products including ceramic water filters that allow water to be used safely in countries where quality is otherwise poor across the globe. Production equipment, speeding up the moulding process in ceramics whilst using less energy and Production of microporous materials. All of which utilising power derived from Solar array and Wind turbine adjacent to their premises.

Ponders End Investments PLC – Recently moved to West Norfolk and currently in the process of refurbishing the former Gardman Warehouse on Hamlin Way. Their warehousing, importing and exporting of goods at this unit has seen retention of former Gardman employees and great growth potential in addition to their existing sites in North London and Fakenham.

What A Hoot Gin – A Norfolk based family Gin Distillers already looking to expand and take on more staff, with exciting plans for the future.

Interestingly these meetings happened around the time that the New Anglia LEP had its final workshop on its Local Industrial Strategy. While this is a high

level document with aspirations for how industry will evolve, it has been clear to me that the diverse nature of Business in West Norfolk is already gearing up for the future.

Unusually the last month has also seen a number of Civic Receptions that I have attended as outlined in meetings attended below. These too were varied in their nature from Exercising the Freedom of the Borough, retirements of our Chief Executive and Mayor's Sword Bearer to thanking Darren Taylor as he moves on from his role at KLFM, the Kings Lynn BID and Mayor's Charity.

2 Forthcoming Activities and Developments.

Nothing to report

3 Meetings Attended and Meetings Scheduled

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

Corporate Performance Panel

Meetings with Cllr DeWhalley ref Notice of Motion

Alive West Norfolk Board

Civic Reception – Green Pilgrimage / Tourism

Norfolk Leaders Meeting

East of England All Party Parliamentary Group- Visit to West Norfolk.

Meeting with What A Hoot – Norfolk Gin Distillers

Meeting with New Local Inspector for Downham Market Police

New Anglia LEP – Leaders workshop on Industrial Strategy

Meeting with Norfolk & Waveney CCG Chair and Chief Executive

Visit to KL Technologies

Meetings with Sir Henry Bellingham MP and Elizabeth Truss MP

Freedom of the Borough Parade – for Air Cadets.

Joint safety and Welfare Committee

Yes I Can 2 Event

Mayors Reception for Darren Taylor – KLFM

Kings Lynn Internal Drainage Board Annual Inspection

Water Management Alliance Board

Meeting with new Project Manager for Wash and North Norfolk Marine Partnership

Visit to Ponders End Investments

Civic Reception marking the Retirement of Ray Harding

Norfolk Coast Partnership Core Management Group

Borough / COWA liaison Committee

Planning Committee Training.

Civic Reception marking the retirement of Don Bruce – Mayors Sword bearer

To be attended at the time of writing:
Meeting with Labour Group Leader
East Polver and Nar of Ouse IDB

**RECOMMENDATIONS FROM CABINET ON 24 SEPTEMBER 2019
TO COUNCIL ON 17 OCTOBER 2019**

CAB51: 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 paragraph 3 of Part 1 of Schedule 12A to the Act.

CAB53: BOAL QUAY - GALLERY PROPOSAL

The Deputy Leader presented the report which detailed options for the development of Boal Quay. She explained that initially it had been suggested that residential development take place, but this was now considered to be unviable. A further option to develop the area as a gallery and public gardens had now come forward.

The proposals were part of the original application for Future High Streets Funding and would be expanded as part of the Stage 2 application to be available in draft form by mid-November subject to Cabinet agreement.

Councillor Moriarty addressed the Cabinet under Standing Order 34. He made reference to the Regeneration and Development Panel Meeting on 10th September 2019. The Panel had considered the proposals and had supported the option to develop the area as a gallery and public gardens. He made reference to the issues and comments raised by the Regeneration and Development Panel which had been included in the report. He hoped that Cabinet would consider the issues raised by The Regeneration and Development Panel before any decisions were made. The Leader stated that the Cabinet would take the Panel's comments into consideration.

Councillor Pope addressed the Cabinet under Standing Order 34. He commented that he supported the proposal but it would be crucial that monitoring was undertaken by the Major Project Board.

The Executive Director and Leader of the Council responded to questions relating to the ownership of the land and future arrangements.

Councillor Devereux commented that he supported the gallery proposal and that monitoring would be undertaken by the Major Projects Board.

He commented that the Major Projects Board should be informed of when and what decisions were required and any break points.

Councillor Kunes made reference to the boat which was in a state of disrepair on Boal Quay. The Assistant Director explained that there would be a cost involved to remove and dispose of it and attempts would have to be made to make contact with the owner. Therefore the current proposal was for the boat to remain, however negotiations were ongoing and the removal of the boat could form part of the negotiation process if Cabinet decided.

Cabinet discussed the removal of the boat and felt that it was in a state of disrepair and could be dangerous. Cabinet asked that this be removed as part of the development.

RECOMMENDED: 1) That the option to develop the site as a cultural offer be accepted which delivers the riverfront vision “King’s Lynn Riverfront becomes a vibrant river edge quarter threaded into the fabric of the existing town”.
2) That delegated authority be granted to the Executive Director Commercial Services and the Assistant Director, Property and Regeneration in consultation with the Leader and Deputy Leader and Portfolio Holder for Culture, Heritage and Health to agree draft heads of terms and report back to Cabinet.

3) Officers to negotiate the removal of the boat from the area.

Reason for Decision:

To move significantly forward with the delivery of the vision for King’s Lynn Riverfront.

CAB54: NAR OUSE ENTERPRISE ZONE IMPLEMENTATION AND DELIVERY

Councillor Gidney presented a report which reminded members that the Nar Ouse Business Park had been designated Enterprise Zone status by Government in April 2016. The report followed on from the previous reports to Cabinet and brought together arrangements and approvals required for delivery of the first phase of premises, the secondary road infrastructure required to service the overall development site, and provide confirmation of external funding for the proposed speculative units at the Nar Ouse Business Park.

Councillor Gidney explained that the provision of the secondary road infrastructure and the proposed speculative units would help to attract business and developer interest in the Enterprise Zone and would help with the delivery of new business premises and employment opportunities.

Cabinet discussed financing of the scheme and assistance provided by the New Anglia Local Enterprise Partnership.

RECOMMENDED: That delegated authority be granted to the Council’s Assistant Director Regeneration & Property, in consultation with the Portfolio Holder for Project Delivery to enter into the contract for the construction of the speculative units, the road (and other) infrastructure, the land disposal and the grant funding as outlined within the report.

2) That the amendment of the Council’s Capital Programme to accommodate the proposals as set out within this report be agreed; and

3) That the Council’s retained Legal Services provider be authorised to draft and complete all necessary contract documentation in respect of the speculative units,

road (and other) infrastructure, grant funding and land disposal set out within this report.

Reason for Decision:

The Nar Ouse Business Park Enterprise Zone (NOEZ) will contribute significantly to the Council's regeneration ambitions for King's Lynn and West Norfolk. Investment in the NOEZ will help to stimulate business growth and potentially attract inward investment.

CAB55: HERITAGE ACTION ZONE - CHAPEL STREET

Councillor Gidney presented the report and reminded members that King's Lynn was designated Heritage Action Zone (HAZ) status by Historic England in March 2017.

The HAZ formed a partnership with the Borough Council and other board members, with the aim to facilitate new development within historic areas of King's Lynn to reinforce the economic, social and environmental vitality in this modern medieval town through a number of work streams.

The HAZ programme had identified a number of brownfield sites for consideration and the report sought authority to contract for architectural services in order to assess the development potential and viability of one of these sites. Following this exercise a further report would be put before Cabinet setting out the preliminary designs and viability assessment and providing options for development delivery.

The Assistant Director made reference to the Informal Working Group, set up by the Regeneration and Development Panel, which had looked at options for the site. He also provided detail of the property which it was hoped the Council could acquire and would form part of the development.

Cabinet discussed the importance of the HAZ status, the proposed development site and how car parking could be provided elsewhere in the town centre. Reference was made to the Car Parking Strategy.

RECOMMENDED: 1) That delegated authority be granted to the Assistant Director Regeneration & Property Services in consultation with the Portfolio Holder Project Delivery, the Executive Director Commercial Services and the Chief Executive, to award the contract for Royal Institute of British Architects (RIBA) stages 1 to 3 to the preferred planning and architectural consultancy team identified within the report.

2) That delegated authority be granted to the Assistant Director Regeneration & Property to acquire the property identified within this report in consultation with the Portfolio Holder Project Delivery, the Executive Director Commercial Services and the Chief Executive. The Capital Programme will need to be amended to accommodate the proposed purchase.

3) That the Council's retained Legal Services provider be authorised to draft and complete all necessary contract documentation in respect of the architectural and planning consultancy services related to the site, and the acquisition of the property mentioned within the report.

Reason for Decision:

This proposal fits well with the Council's regeneration agenda and the potential for contributing to the delivery of new housing development within the borough.