

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



COUNCIL MEETING

Agenda

Thursday, 28th November, 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, 28th November, 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 17 October 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. DETERMINATION OF COUNCIL TAX DISCOUNTS RELATING TO SECOND HOMES AND EMPTY DWELLINGS FOR 2020/2021 (Pages 9 - 12)

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** (Page 13)
- 2) **Commercial Services - Councillor P Kunes** (Pages 14 - 15)
- 3) **Development - Councillor R Blunt** (Pages 16 - 19)
- 4) **Environment - Councillor I Devereux** (Pages 20 - 21)
- 5) **Housing - Councillor A Lawrence** (Pages 22 - 23)
- 6) **Project Delivery - Councillor P Gidney** (Page 24)
- 7) **Deputy Leader and Culture, Heritage and Health - Councillor Mrs E Nockolds** (Pages 25 - 26)
- 8) **Leader and Resources - Councillor B Long** (Pages 27 - 28)

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: 12 November 2019** (Pages 29 - 36)

CAB65: Corporate Complaints Policy

CAB66: Revised Unreasonable Complaints (revised policy attached)

12. APPOINTMENT OF REPRESENTATIVES TO INTERNAL DRAINAGE BOARDS (Page 37)

13. NOTICES OF MOTION

1) To consider the following Notice of Motion (7/19), submitted by Councillor J Rust

“Council are asked that the Borough Council of King's Lynn & West Norfolk

(i) recognises that councils can play a central role in creating sustainable communities, particularly through the provision of locally generated renewable electricity;

(ii) further recognises

- that very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so,
- that making these financial costs proportionate to the scale of a renewable electricity supplier's operation would create significant opportunities for councils to be providers of locally generated renewable electricity directly to local people, businesses and organisations, and
- that revenues received by councils that became local renewable electricity providers could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities;

(iii) accordingly resolves to support the Local Electricity Bill, currently supported by a cross-party group of 115 MPs, and which, if made law, would make the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply; and

(iv) further resolves to

- inform the local media of this decision,
- write to local MPs, asking them to support the Bill, and
- write to the organisers of the campaign for the Bill, Power for People, (at 8 Delancey Passage, Camden, London NW1 7NN or info@powerforpeople.org.uk) expressing its support.”

2) To consider the following Notice of Motion (8/19), submitted by Councillor J Rust

“Our council resurrected the Freedom of the Borough award in 2003 after a long period of absence. The criteria for the nomination of the award only state that the nominee must have given outstanding service to the borough. The leader of the council has previously stated that “they” have set the bar high. Based on those who have been awarded the freedom compared to those who have been nominated and not granted it, that bar could be deemed to have been set at a measure invisible to most and arbitrary at best. This motion sets

to change that and instead, provide clearer guidelines on what could be considered to fulfil the criteria.

This council is asked to adopt the following criteria when awarding this honour.

The conferment of the Honorary Freedom of the Borough is a mark of distinction upon the person or persons whom the council wishes to honour. The freedom itself carries no privilege and is purely an honour, reflecting the eminence of the person on whom it is conferred or as recognition of significant and/or valuable services rendered to the borough by that person. It is normally an honour bestowed on those of note who have lived or worked in the borough and who are proud to be a part of the history of that borough through that freedom. It should not be awarded to serving councillors.

What criteria should be used to award this status?

The principle is that these awards should be made on merit, defined as:

- Achievement
- Exceptional Service

Awards should not be given merely for a job well done or because someone has reached a particular level. They should be awarded because an individual has gone over and above what is expected or what has previously been seen as the standard, being seen to have demonstrated "Service Above Self" and to stand above others in what has been achieved before.

To be considered for the award a nominee should meet at least two of the following criteria:

1. Delivered in a way that has brought distinction to borough life and enhanced the reputation of the borough in the area or activity concerned
2. Contributed in a way to improve the lives of those less able to help themselves
3. Demonstrated innovation and entrepreneurship which is delivering discernible benefits to the area or activity concerned.

For candidates to be considered they must be able to demonstrate a strong and continuing connection with, and commitment to, the borough or to have made a major contribution to national life and, in doing so, have enhanced the reputation of the borough.

People from all walks of life and all sections of society who have made a difference to the community and the borough are eligible to be nominated, provided that, at the time of nomination, they are living in the borough.

It could be include the following

- Artistic and cultural endeavours
- Business, economic growth and prosperity
- Charitable work

- Improvement to built and natural environment
- Religious and spiritual life
- Sports activities
- Civic service

Nominations for persons or organisations to be granted the Freedom of the Borough may be made by any resident of the borough who are on the electoral roll. Each nomination must be supported by at least 5 referees to testify to the nominee's worthiness, two of whom at least should be currently resident citizens of the Borough.

A form shall be drafted which enables the nominating person to set out clearly the necessary details for the award and should include the following

Nominees details – information about the person being nominated . Surname, forename, nickname, Title Address, Telephone Number, Email address

The recommendation – the details of how the nominee has made a significant contribution in their area of activity – giving as much detail as possible

What role they have excelled in?

How have they demonstrated service worthy of recognition?

How has the nominee contribution impacted on their particular field, locality, group or the community at large?

Over what time period did the nominee make their contribution or major commitment?

What makes this person stand out from others doing similar work?

Background Info

Full details of post(s) held by nominee, paid or voluntary, which support or are relevant to your nomination. Start and end dates, or if they're still involved.

Letters of support – one letter of support may be submitted. Confidentiality must be maintained and details of the nomination must not be discussed with any other persons or with the nominee.

Details of the person making the nomination

Surname

Forename

Address

Telephone Number

Email address

Relationship to nominee

Signature

Date

Confidentiality statement"

3) To consider the following Notice of Motion 9/19 – submitted by Councillor S Squires

“Council notes that the annual report on carbon emission from the Department for Business Energy & Industrial Strategy (BEIS) reports that the per capita impact for the King’s Lynn & West Norfolk area was 8 tonnes per capita, well above the Norfolk average of 5.7 tonnes and the UK average of 5.4 tonnes.

This council acknowledges that trees are a vital resource in helping to combat climate change and for carbon sequestration.

Therefore this council agrees to plant the equivalent of one tree for every Resident in the Borough, spread over a period of 4 years, creating community woodlands, which will not only reduce our carbon impact but will benefit wildlife and provide valuable green space to improve the lives of West Norfolk residents in years to come.”

4) To consider the following Notice of Motion 10/19 – submitted by Councillor T Parish

‘This Council requires all dialogue within Full Council and that of Panels, Committees, and Task Groups to be recorded digitally as soon as possible.

The digital recordings to be made available to all who would normally have access to written minutes. In addition, the minutes of Council and the other bodies must not be signed off until any queries have been addressed, with reference to the recording, should that prove necessary.

Digital recording should at least reduce and, hopefully, remove members’ concerns that some matters pertinent to themselves or to the party or group they belong to, are not lost within the difficult task of balancing the length of written minutes with the need to keep them succinct.’

Lorraine Gore
Chief Executive