

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ENVIRONMENT AND COMMUNITY PANEL

Minutes from the Meeting of the Environment and Community Panel held on Tuesday, 20th October, 2020 at 3.00 pm as a Remote Meeting on Zoom and available for the public to view on You Tube.

PRESENT: Councillors C Sampson (Chair), L Bambridge, A Bubb, S Collop, M de Whalley, A Kemp, J Kirk, J Lowe, J Moriarty (substitute for A Bullen), V Spikings (substitute for C Bower), S Squire and M Wilkinson.

PORTFOLIO HOLDERS:

Councillor R Blunt – Portfolio Holder for Development
Councillor P Kunes – Portfolio Holder for Commercial Services
Councillor E Nockolds – Portfolio Holder for Culture, Heritage and Health

MEMBERS PRESENT UNDER STANDING ORDER 34: Councillors Morley, Parish, Rust and Ryves.

OFFICERS:

Martin Chisholm – Assistant Director
Duncan Hall – Assistant Director
Nikki Patton – Housing Strategy Officer
Marie Malt – Senior Licensing Officer

EC125: **WELCOME AND INTRODUCTIONS**

The Chair welcomed everyone to the meeting and advised that the meeting was being streamed live on You Tube.

[Click here to view the recording of the meeting.](#)

EC126: **APPOINTMENT OF VICE CHAIR FOR THE MEETING**

[Click here to view the You Tube recording of this item.](#)

RESOLVED: Councillor Spikings was appointed Vice Chair for the meeting.

EC127: **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bower, Bullen and Lawrence.

EC128: **MINUTES**

RESOLVED: The Minutes from the previous meeting were agreed as a correct record.

EC129: **DECLARATIONS OF INTEREST**

There were no declarations of interest.

EC130: **URGENT BUSINESS**

There was none.

EC131: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Morley, Parish, Rust and Ryves.

EC132: **CHAIR'S CORRESPONDENCE**

There was none.

EC133: **STATEMENT OF LICENSING POLICY**

[Click here to view the You Tube recording of this item.](#)

The Senior Licensing Officer presented the report.

The Chair thanked the Senior Licensing Officer for her report and invited questions and comments from the Panel, as summarised below.

The Panel was informed that two correspondence had been received, as attached.

Councillor de Whalley referred to paragraph 4.1 and the definition of Cumulative Impact and the Senior Licensing Officer provided clarification. He suggested that the paragraph be made clearer. He also referred to the term 'evidence available' and the Senior Licensing Officer explained that it meant evidence from responsible authorities.

The Senior Licensing Officer would amend the typo 'do' to 'do so' in Paragraph 23.4.

Councillor Kemp referred to the Coronavirus Pandemic and the Senior Licensing Officer explained that at the next meeting of the Environment and Community Panel in December the Panel would be provided with information on Covid Safe events and she would also produce a guidance note which could be circulated to the Panel.

Councillor Rust addressed the Panel under Standing Order 34. She referred to the removal of weblinks within the Policy as they were no longer valid. It was suggested by the Panel that a link to the Borough Council's Homepage be included in the document.

Councillor Morley addressed the Panel under Standing Order 34. He referred to paragraph 4.4 which was the to encourage measures outside of the licensed premises and felt that suggested measures should be included. The Senior Licensing Officer referred to public space protection orders and reminded the Panel that Section 182 guidance stated that the Policy needed to make clear that Licensing Law was not the primary mechanism for dealing with nuisance and antisocial behaviour.

Councillor Ryves addressed the Panel under Standing Order 34 he referred to public safety, the Coronavirus Pandemic and Temporary Event Licences. The Senior Licensing Officer explained that unfortunately Public Health was not a licensing objective. She reminded the Panel that each application would be considered on its own merit.

In response to a question from Councillor Kemp, the Senior Licensing Officer explained that licensed premises still had to comply with Coronavirus Legislation and conduct a risk assessment.

The Chair informed the Panel that he had received a request from a Member to consider Temporary Event Notices during the pandemic.

RESOLVED: The Panel reviewed the recommended changes and agreed that the Council be invited to adopt the revised statement of Licensing Policy in accordance with the requirements of the Licensing Act 2003.

EC134: **ESTABLISHMENT OF THE CLIMATE CHANGE INFORMAL WORKING GROUP**

[Click here to view the recording of this item.](#)

The Panel discussed the report which had been included in the Agenda.

Councillor de Whalley suggested that 'to review Policy and made Recommendations', be added to the proposed Terms of Reference.

The Panel discussed the Membership of the Group and it was explained by the Chair that more Members had put themselves forward to sit on the Group than there were spaces.

RESOLVED:

1. The Terms of Reference were agreed as:

'To input and monitor the Climate Change Strategy and Action Plan, review Policy, make recommendations and feedback to the Environment and Community Panel as appropriate.'

2. The Informal Working Group comprise of six Members.

3. The Democratic Services Officer to circulate the list of Members who had expressed an interest in the Informal Working Group and ask Members of the Panel to choose the six Members that they would like to sit on the Informal Working Group.

EC135: **ANNUAL UPDATE ON THE HOMELESSNESS AND ROUGH SLEEPER ACTION PLAN AND WORK OF THE TASK GROUP**

[Click here to view the recording of this item.](#)

The Assistant Director and Housing Strategy Officer provided the Panel with information on the Homelessness and Rough Sleeper Action Plan, as attached.

The Chair thanked officers for the update and invited questions and comments from the Panel, as summarised below.

Councillor Moriarty referred to allocating sites for affordable housing and Neighbourhood Development Orders. Officers would look into this and provide the Panel with further information.

In response to a question from Councillor Bubb, it was explained that the Travelodge was left without any damage.

Councillors Squire and Kemp asked if care leavers would be prioritised as needed. Officers agreed to provide the Panel with the relevant information on this.

Councillors Rust and Bambridge made reference to the figures stated for the amount of people sleeping rough in the town and the provision available. Officers provided details of the amount of people who had used the Night Shelter and had been accommodated during 'Everyone In'.

Councillor Rust raised concerns about assistance provided to those that were homeless or at risk of becoming homeless

Councillor S Collop informed the Panel that she was a Member of the Homelessness and Rough Sleeper Task Group and hoped that the Task Group should meet again as soon as possible, especially as the winter night shelter was about to open.

In response to a question it was confirmed that the latest number of rough sleepers in the town was eight, as recorded on 19th October.

RESOLVED: The update was noted.

EC136: **WORK PROGRAMME AND FORWARD DECISION LIST**

Councillor de Whalley informed the Panel that Jennifer Hobson who was leading on the Seals and Flying Rings Campaign would be prepared to provide an update to the Panel if required.

RESOLVED: The Panel's Work Programme was noted.

EC137: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on Tuesday 8th December 2020.

EC138: **EXCLUSION OF 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2 or 3 of Part 1 of schedule 12A to the Act.

EC139: **EXEMPT - HOMELESSNESS UPDATE**

The Assistant Director and Housing Strategy Officer provided a presentation to the Panel which covered:

- Threats and Risks
- Covid Homelessness Costs
- Funding Opportunities
- Projects
- Winter Preparedness

The Chair thanked officers for the update and invited questions and comments from the Panel. Officers responded to questions relating to:

- The amount of beds available and how many had been accommodated
- The provision available and associated costs
- Universal Credit and Benefits
- Funding opportunities
- Evictions
- Welfare Cabins

RESOLVED: 1. The update was noted.
2. The Panel thanked officers for their work in this area, particularly during the Coronavirus Pandemic.

The meeting closed at 5.45 pm

Minute Item EC133:

Marie

Suggested changes to the Data Protection para

24.5 Data Protection. The Licensing Authority also recognises its responsibilities under the Data Protection Act 2018, and the General Data Protection Regulations (GDPR) 2016 when it comes to handling and storing personal data, and has ~~created~~ published a data retention and ~~sharing~~ disposal policy which can be found on the Borough Council's website.

Thanks

Lee

Lee Osler
Office Manager / Deputy Senior Information Risk Officer
Environment & Planning Service



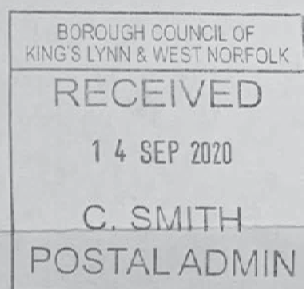
SOUTH WOOTTON PARISH COUNCIL

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The Parish Office
24 Church Lane
South Wootton
King's Lynn
PE30 3LJ

10th September 2020

Borough Council of Kings Lynn & West Norfolk
Senior Licensing Officer
Kings Court
Chapel Street
Kings Lynn
PE30 1EX



Dear Ms Malt

Re: Licensing Act 2003
Statement of Licensing Policy Review

Thank you for your letter dated 24th August 2020 relating to the consultation for the Statement of Licensing Policy Review.

The Parish Council has read the document carefully, noted the changes and have no objections to the Policy.

Yours sincerely



Parish Clerk

Homelessness and Rough Sleeping Strategy 2019 - 2024

1408

Duncan Hall & Nikki Patton

Borough Council of
King's Lynn &
West Norfolk





Homelessness and Rough Sleeping Strategy 2019 - 2024

Overview

- Wide consultation event in the Town Hall in Dec 2019
- Well attended –over 50 stakeholders attended
- Positively received
- Adopted by Cabinet & Council in January 2020

'Everyone In'

26th March 2020

- 23 guests in winter Nightshelter
- 2 rough sleeping
- 44 single persons asked to leave other accommodation between Mar-June
- Number of accommodation options put in place along with support
- In total 69 persons accommodated from end of March to end of June
- Average weekly cost of £26,000



Travelodge



1412

Welfare Cabins

1413



Broadstreet



1414

Homeless/Rough Sleeper Action Plan

- Area of work-Support Needs
 - Mental Health Crisis House
 - Housing First initiative
 - No recourse support
 - Domestic Violence refuge

Action Plan continued..

- Area of work Rough Sleeping
 - Mental Health nurse in post
 - Rough Sleeper Fund –successful bid to MHCLG
 - Winternightshelter & Housing justice review completed
 - Severe weather emergency beds-significant reduction in beds/capacity due to Covid 19. Reduced from 37 to 6 beds



Action Plan continued..

- Area of work Access to Affordable Housing
 - Allocating sites specifically for affordable housing not possible via Local Plan review
 - Allocation Policy Review-underway. Changes made to approach to banding for care leavers
 - Private rented sector (PRS)- West Norfolk Property have agreed to purchase initial tranche of properties
 - Transfer of Nottingham Genesis supported accommodation stock completed in March 2020
 - Help Hub established



Action Plan continued.....

- Area of work Strategic Role
 - No Homelessness in Norfolk Strategy
 - Review of contractual services due to end in March 2020 underway