

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



COUNCIL MEETING

Agenda

Thursday, 9th July, 2020
at 3.00 pm

**Remote Meeting on Zoom and available for
the public to view on [WestNorfolkBC on You
Tube](#)**



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

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 **3.00 pm** on **Thursday, 9th July, 2020** via **Remote Meeting on Zoom** and available for the public to view on [WestNorfolkBC on You Tube](#) 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 27 February 2020 (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. MATTERS CARRIED OVER FROM PREVIOUS MEETING (Pages 6 - 11)

Cabinet recommendations from 4 February 2020

CAB97: Notice of Motion 5/19 Cllr de Whalley – Climate Change
CAB98: Notice of Motion 4/19 – Cllr Kemp – Hardings Way
CAB99: Notice of Motion 6/19 Cllr Bone – Hardings Way
CAB104: Hunstanton Coastal Management Plan

Exempt Report

CAB106: Nar Valley Phase 4 (Traditional Build)

8. PETITIONS AND PUBLIC QUESTIONS

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

9. CABINET MEMBERS REPORTS

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

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

- 1) **Business Development - Councillor G Middleton** (Pages 12 - 13)
- 2) **Commercial Services - Councillor P Kunes** (Pages 14 - 15)
- 3) **Covid 19 and Emergency Planning - Councillor S Dark** (Pages 16 - 18)
- 4) **Development - Councillor R Blunt** (Pages 19 - 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 Chair 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: 20 May 2020** (Pages 35 - 37)

CAB130: Future High Streets Fund - King's Lynn
(recommendation only)

2) **Urgent Cabinet recommendation from 30 June 2020** (Page 38)

CAB142: Urgent update to standing orders relating to Covid 19

Lorraine Gore
Chief Executive

RECOMMENDATIONS TO COUNCIL FROM CABINET ON 4 FEBRUARY 2020

CAB97: NOTICE OF MOTION 5/19 CLLR DE WHALLEY - CLIMATE CHANGE

Councillor Devereux presented a report which referred to the Notice of Motion 5/19 submitted to Full Council in October 2019 by Councillor M de Whalley. Council referred the matter to Cabinet to consider the issue further and then report back to Full Council in due course.

Cabinet had requested a report to consider the Motion and its potential impacts. The appendices to the report set out the work being done, and planned to be carried out by the Council.

In presenting the report Councillor Devereux explained that it addressed how the Council was addressing climate change, which had been ongoing for a number of years. The report suggested officers be instructed to produce a Climate Change Policy and strategy with an action plan. He informed members that an officer working group on the subject was ongoing and drew attention to the list of work within the authority which was being carried out. He explained that the Chief Executive was involved with the County Climate Change Group. In referring to the carbon footprint of the borough he reminded members that it was a reasonable observation to make that a lot of the areas of responsibility were global and national and were out of the council's control, but referred to the action plan prepared addressed those issues which were within the councils remit. He acknowledged that there was still much work to do and that circumstances would change but the Council needed to remain active in dealing with the issue. He moved that recommendation 1a in the report be put forward with recommendations 2 and 3.

Under standing order 34, Councillor M de Whalley spoke in support of his Motion drawing attention to the town of Stroud which had achieved carbon neutrality, and the district was working towards this for 2030.

He drew attention to a survey which showed that 56% of respondents wanted this by 2030. He drew attention to Sir David Attenborough's call for 2020 to be the year of action on climate change and urged cabinet to declare a climate emergency.

Under standing order 34 Councillor Parish drew attention to the views of the Planning Committee on the wish to insist on photovoltaic panels being included on new builds particularly when it was a Council project. He considered officers should be instructed to do so.

Under standing order 34, Councillor Joyce commented that he felt decisions were taken outside of policies which were already in place.

Councillor Long drew attention to the work he had been undertaking since his position as portfolio holder for Environment, for example working with the IDBs, Chiring the Norfolk Coast Partnership which administered the AONB. He considered that if the council had not been involved to the degree it had the area would be in a much worse position.

Councillor Long drew attention to the fact that this authority had for many years been applying for Salix funding, and was investing in a “Refit” scheme which looked across the council’s property portfolio to upgrade the properties. He acknowledged that West Norfolk had high CO₂ levels, but reminded members about the types of industries which were present in the area. He acknowledged that the Council wasn’t able to force the hand of the industries in the area, but through the Climate Change Strategy could try to influence them to change.

Councillor Long drew attention to the Intern post which was being extended in order to help progress the work involved.

RECOMMENDED: 1) That officers be requested to prepare a climate change policy & separate climate change strategy with action plan.

2) That the Council fully recognise the evolving climate crisis and work towards Borough Council carbon footprint neutrality and net zero district carbon emissions. The dates will be determined taking into account emerging policies at the national and local level.

3) The current 12 month UEA Intern post should be extended to a temporary 2 year fixed term post.

Reason for Decision

- 1) To ensure the Council is able to mitigate its carbon footprint
- 2) To consider and respond to Motion 5/19
- 3) To ensure the work plan and other areas of work are progressed

CAB98: NOTICE OF MOTION 4/19 - CLLR A KEMP - HARDINGS WAY

Councillor Gidney presented a report on Notice of Motion 4/19 which was submitted to Full Council in September 2019 in respect of proposed works affecting Harding’s Way, King’s Lynn. The report set out the background to the project and the wider policy initiatives developed by the Council over a period of time. The purpose of the report was to enable Cabinet to consider the Notice of Motion and determine whether, or not, to accept the requests made under the Motion.

Councillor Gidney explained that the town would undergo a lot of investigations into traffic and routes. Those investigations would be put together in the process required and would be considered in due course.

Assistant Director Property and Projects explained that the report set out the history of the site which was a link point for 2 regeneration areas for the provision of sustainable living in the area. The CIF bid made for the road was for transportation improvements and to secure housing for the area. He explained that a traffic regulation order was required to open Hardings Way to allow for the residential development in the near future.

Under standing order 34 Councillor Kemp spoke to her motion and stated that the funding for the CIF road was provided as a bus lane more of which were needed to

cover the number of additional houses being built. She drew attention to there being no green infrastructure, and that the NCC equalities impact assessment stated there would be implications for disabled people. She considered that the CO₂ levels on London Road would reduce if more buses used Hardings Way in line with the original vision of 26 buses phr, and expressed concern that permitting traffic on the road would mean HGVs using it.

Under standing order 34 Councillor Joyce made reference to a section 14 notice originally put on the road by Highways authority which was lifted in later years. Part of the then strategy was for a park and ride in the south of Lynn. He considered Hardings Way needed more buses on it but to have cars on it would negate the benefits of quicker access by buses.

Under standing order 34 Councillor Bone spoke on this and the next item 6/19 which was his notice of motion as he had to leave the meeting shortly. He echoed what had been said by other speakers and was concerned that Hardings Way would become another bottle neck for traffic. He felt that the traffic plan should be less car orientated and more sustainable for public transport. He had concern on the detrimental impact of cars on Whitefriars School. He wanted it to remain as a bus lane. He felt that the Enterprise Zone buildings would be a good opportunity to encourage green travel.

Under standing order 34 Councillor de Whalley wished to highlight the element of active travel such as walking and cycling of which Hardings Way was a green active travel link to King's Lynn. He drew attention that if opened up to traffic those walkers and cyclists would be breathing fumes.

Council Gidney responded that he did not necessarily disagree with what had been said, but evaluations had to be carried out across the town, and Hardings Way couldn't be ignored or shown any favouritism and could only be evaluated along with the air quality management issues.

Councillor Middleton drew attention to the fact that he lived in the vicinity of Hardings Way and passed through the area regularly. He drew attention to the differing views of people, some wanting to keep it closed and others wanting it opening. He referred to the bigger picture for the town and the Transport Strategy which had a list of options for the future, all of which should be examined. He stated that if the council were to consider making a decision to open it there would be consultation. He was happy to reject the motion.

Councillor Long drew attention to the press article recently about the Southgates on which he had received messages about Hardings Way, however he reminded members that nothing could happen without knowing the impact on the town, so it was proper to reject the Motion, as it would impact on the future development along the road, the plans for which had been in place for some time.

RECOMMENDED: That having considered the requests made under Notice of Motion 4/19 together with the background information set out within this report; the proposals set out in the Notice of Motion 4/19 be rejected.

Reason for Decision

The Council has progressed a number of significant regeneration initiatives within the borough over several years with inputs from a variety of other public bodies and agencies. Significant amounts of funding have been secured from partner agencies to facilitate these initiatives that will help drive the growth, development and sustainability of King's Lynn as a sub-regional centre. The requests made under Notice 4/19 are considered contrary to long-standing Council policies.

CAB99: NOTICE OF MOTION 6/19 CLLR F BONE - HARDINGS WAY

Councillor Blunt presented a report which responded to Notice of Motion 6/19 from Councillor F Bone on Hardings Way. It sought to review the use of Harding's Way for general traffic which had been put forward as one of two options for Harding's Way as part of the King's Lynn Transport Strategy. He reassured members that no decision had been taken on this matter, but that it would be looked at when the projects were reviewed, modelling to see what Hardings Way could absorb, so in essence what had been requested in the Motion would happen, but in due course.

Councillor Bone had spoken in support of the Motion during the previous item.

Under standing order 34 Councillor Joyce made reference to a legal implication which he felt could potentially cause problems and would trigger a legal challenge. He undertook to speak to Councillor Blunt after the meeting.

RECOMMENDED: That Motion 6/19 be noted but that the detailed work requested as part of the Motion be completed as part of the future detail design phase and as part of any planning application should that option be taken forward as part of the King's Lynn Transport Strategy (KLTS).

Reason for Decision

To consider Motion 6/19

CAB104: HUNSTANTON COASTAL MANAGEMENT PLAN

Councillor Devereux presented a report setting out the Hunstanton Coastal Management Plan (HCMP) which was an operational plan to determine what works were required to the Hunstanton sea defences and cliffs over the next 100 years breaking down into short medium and long term projects.

The HCMP followed the general policies laid down in the Shoreline Management Plan 4 (SMP 4) which covered the coastline between Gibraltar Point and Old Hunstanton, and the joint Environment Agency / BCKLWN Wash East Coastal Management Strategy (WECMS).

Councillor Devereux gave information on the proposals set out in the Plan with monitoring and repairs.

Councillor Middleton expressed his disappointment that so many members of the public and councillors had left the meeting when the item was demonstrating work the Council was carrying out to protect the coastline.

Councillor Long commented that it was practical work being carried out that was needed for the area, funded by the Borough along with funding from the successful bid for funding by the Regional Flood & Coastal Committee.

Councillors Morley and Parish commented that they were in support of the proposal and many had seen the detail at the Regeneration and Development Panel.

RECOMMENDED: That the Hunstanton Coastal management Plan be adopted and the financial contributions be approved.

Reason for Decision

To enable the Council to plan prepare and carry out coastal works to meet its obligations under the Shoreline Management Plan 4 (SMP4) and Wash East Coast Management Strategy (WECMS).

CAB105: 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

CAB106: NAR VALLEY PHASE 4 (TRADITIONAL BUILD)

Councillor Gidney presented the report which considered a viability appraisal for Nar Valley Park Phase four, built using traditional building methods. The previous proposal allowed for the project to be built using Modular Homes units which was not now possible. The land was acquired from the Receiver of Morston Assets in December 2016, following Morston Assets going into receivership.

Assistant Director Companies and Housing Delivery, D Gagen explained that following discussions with the Portfolio Holder, it was agreed that the scheme should be progressed as a traditional build project, in line with the Cabinet and Council approval in 2018, that proposed that, should the 'modular proposal become undeliverable the site should be delivered by traditional building methods', but that a report be presented to Cabinet and Council for approval prior the construction phase of the development taking place.

The surplus generated by the proposed scheme exceeded the benchmark of traditional build costs in the 2018 report. However, it was less than the proposed Modular proposal which had been demonstrated as being undeliverable on this site. The financial impact on the scheme was set out in the report should the Council agree to sell 50% of the units to West Norfolk Property Ltd at 90% of open market value. The ultimate purpose being to create a revenue stream for the Council.

Under standing order 34 Councillor Joyce suggested it may be an opportunity for the Council to resist climate change by building the properties more efficiently, and influencing the Local Plan Task Group to persuade others to do so.

Under standing order 34 Councillor Kemp indicated her support for the scheme and suggested green measures.

Councillor Lawrence commented that he was pleased the project was progressing and would provide a mix of tenure. He thanked officers and members for this.

It was confirmed that the properties were being built in accordance with the agreement with Homes England, but some of the properties would have photovoltaics. It was noted that future Council developed sites were being planned to deliver more eco friendly properties. This was encouraged by Cabinet members. It was hoped to deliver homes within 18 months. It was also noted that this area would not have been developed if the Council had not stepped in to do so.

RECOMMENDED: 1) That the scheme be progressed as a traditional build project, in line with the Cabinet and Council approval in 2018.

2) That this site be developed using the Major Housing contract with Lovell Partnerships Limited.

3) That the PRS units be sold to West Norfolk Property Ltd at 90% of open market value.

Reason for Decision

1) To develop this site using the Major Housing contract with Lovell Partnerships Limited.

2) To allow the scheme to be developed using traditional methods.

3) To include the tenure mix shown in section 2.5 of this report.

4) To build properties for West Norfolk Property Ltd to manage for the benefit of the residents of the Borough.

CABINET MEMBERS REPORT TO COUNCIL

9 July 2020

COUNCILLOR GRAHAM MIDDLETON - CABINET MEMBER FOR BUSINESS DEVELOPMENT

For the period March to 30 June 2020

1 Progress on Portfolio Matters.

Firstly, I would like to start my report by thanking all of our hard worker staff at the council for the energy and dedication to support residents and businesses alike during a tough 4 months. Specifically, those staff with the remit of my portfolio thank you for your work.

It has been a tough time for business many were asked to close their doors some weeks ago and the uncertainty that faced them was dire. However, we are so lucky in west Norfolk to have so many innovative and entrepreneurial business owners many of whom changed their models to meet the ongoing needs of local people and for this they must be applauded.

Business grants

3237 business and been awarded a share of some £38m as apart of the business grants schemes across west Norfolk.

To date also 78 business have had a share of £511,000 as part of the discretionary grant scheme.

A range of business support is still on offer please urge business to look on our website to see if they are eligible if they have not already done so.

FHSF

A bid has been submitted to MHCLG as our phase to application for future high street funds. The total sum bid for is £21.6m to be matched funded by us and our partners to a total of £35m. We expect correspondence on this in the autumn. Below are the main projects.

1. Kings Lynn multi-purpose community hub.
2. Town centre housing project
3. Guildhall refurbishment
4. South Gate gateway

Town deal

Work has continued with regards to our town deal board with many zoom meetings to continue this vital work. Thanks to all the attendees of the town deal board, many local business owners, for continuing to work with us. More guidance has recently

come from government and we have an opportunity to bid for £25m as part of the towns fund initiative.

KLIC

Kings Lynn Innovation Centre is now under full management of the borough council. We have taken this decision as we believe we can utilise existing resource within the council to manage the building and needs of the occupants. Now under ownership and full management by the council, this puts us in the driving seat. The building continues to deliver a fantastic rate of return and conversations with NWES have been positive with regards to outstanding debt.

Town centres

A range of measures have been put in place to support visitors, residents and business in what is dubbed “the new normal” We have worked with our partners across our major towns to put in plans for social distancing and queuing etc. It is incumbent on us all to play our part in ensuring west Norfolk is a safe place to work, live and visit. The next phase (at time of writing the report) is the opening of the hospitality sector, we are expecting new laws to be announced with regards planning and licensing to allow owners to operate easily outside in the street etc.

Invest west Norfolk insight survey. Consumer insight survey

This week we have launched the above survey to understand needs and pressures to business across west Norfolk and what support they need going forward. It aims to also find out the way in which some businesses have adapted to the changes in order to capture best practises that can be shared.

Residents are also being urged to partake in a district wide “consumer insight survey”

These surveys will be vital to understand a range of pressures faced in the current climate and assist us with ensuring we put future plans together that meet the needs here in west Norfolk.

2 Meetings Attended and Meetings Scheduled

Meetings

Various amounts of zoom and teams meeting every week on all and more of the above subjects. on average most days I would have attended at least 2 virtual meetings and across a week various phone calls with officers and business. I can provide a full breakdown if you wish.

CABINET MEMBERS REPORT TO COUNCIL

9 July 2020

COUNCILLOR PAUL KUNES - CABINET MEMBER FOR COMMERCIAL SERVICES

For the period 27th February 2020 to 9th July 2020

1 Progress on Portfolio Matters.

Cremations and Burials

It is very sad to report that there has been a substantial increase in the number of Cremations at Mintyln. All of the staff have worked extremely hard to cope with the increased workload.

With social distancing restricting the number of mourners at services, it was decided to offer the video streaming service free of charge. The take up for this was surprisingly high.

There has also been an increase in Burials, but not to the same extent as cremations.

Gayton Road Cemetery.

Still awaiting reply from Environment Agency to allow a more definitive operating practice going forward to be agreed. In the meantime, we continue to deal with burial requests on a case-by-case basis. Feasibility studies are being carried out on other options for Cemetery provision in the King's Lynn area.

Car Parking Income. There has been a Very Substantial reduction in car park income in April and May, especially in Kings Lynn town center. Income from the resorts has held up better, particularly in late May and June.

IT department.

As can be imagined, the IT department have been extremely busy during the Covid Crisis, I am sure all Councilors will join with me in thanking Richard Godfrey and his entire team for their efforts.

This is a list of some of their work:

1. Keeping lights on, supporting staff, patching servers and maintaining ICT security.
2. Rolled out *well over* 100 homeworkers to support the continued BCKLWN Covid 19 response.
3. Setup additional ICT infrastructure to enable increased remote working.
4. Assisted with office moves and shifting staff to other locations for social distancing. E.g. Some of Planning to the Town Hall.
5. Added additional networking infrastructure to support staff.
6. Expedited some staff members to the Microsoft Office 365 platform.
7. Setup over 200 people on Microsoft Teams at short notice to enable Officers

and Members to communicate

8. Setup a technical solution using Zoom for virtual meetings for Members - following Cabinet Office security guidelines.
9. Supporting the Community Hub with additional telephony, workstations and undertook data matching for new system.
10. Developed a Council website Covid 19 Q&A solution at short notice.
11. New e-forms for Business Rates claims - £31 million of grants applied for.
12. New Norfolk Resilience Forum website (turned around in 3 days).
13. New e-forms for taxi driver licensing medical checks.
14. New e-forms and payments on the website for ordering red tags for excess waste.
15. New Vision King's Lynn website (about to launch).
16. Supporting council staff during extended office hours.

Licensing. Following a request from drivers, it was agreed to allow the temporary fitting of screens in Taxis, as long as it did not affect the safety of the vehicle.

2 Forthcoming Activities and Developments.

Parking

Work is soon to commence on the re-surfacing on the Football Club car park, which will then become Pay-and display (except match days).

3 Meetings Attended and Meetings Scheduled

Cabinet

Portfolio briefing -Car parks -Crematorium and Cemeteries, IT and Licensing

Corporate Performance panel

R&D Panel

E&C Panel

Cabinet Briefing

Conservancy Board.

IDB

All of the above meetings held on line using either Zoom, Teams, Webex or Skype.

CABINET MEMBERS REPORT TO COUNCIL

9 July 2020

COUNCILLOR STUART DARK - CABINET MEMBER FOR COVID 19 AND EMERGENCY PLANNING

For the period to 30 June 2020

1 Progress on Portfolio Matters.

I would like to commence this my first Portfolio report to Councillors by acknowledging the many human tragedies surrounding Covid-19. My thoughts are with all those who have lost a loved one or are facing personal hardship. I would also like to mirror here the debt of gratitude that the Mayor and many of us have already expressed towards our NHS staff, Key workers, businesses and volunteers in West Norfolk who have all done so much to support our region during this unprecedented threat/time and particularly the vulnerable within it.

I have over the period I have been in role, held regular and irregular meetings with the Chief Executive and Officers and relevant Portfolio leads (either virtual or socially distanced) to ensure effective delivery of existing services, required new services and support to partners as part of the co-ordinated, multi-agency regional effort and sent out detailed weekly updates and links to relevant sources and press releases to you all and our Parish Councils. I genuinely hope these have been of use and helped provide vital information and reassurance.

Thank you to all of you who have helped cascade this information out over the weeks.

The huge demand of Covid-19 has necessarily required the Council, at very short notice, to change working practices and focus across a number of delivery areas and I am very pleased to report that KLWNBC Officers, staff and contracted partners have in my direct experience shown commendable drive, flexibility and fortitude to deliver for our residents and I thank them here for it.

Some indicative headlines of the last few weeks include-
Supporting the most vulnerable:

- We effectively established a 'community hub', making use of our great, established Lily network (which has enabled us to use 40 volunteers to support our response), carrying out 1,903 doorstep welfare checks. We have also phoned over 7,000 West Norfolk residents and personally contacted 2,500 extremely vulnerable or vulnerable individuals.
- In addition we have completed 1,173 Lily referrals for support. Such as social isolation, loneliness, accessing food, services and wellbeing support.
- We have donated £10,000 to support King's Lynn Foodbank, from the 'West Norfolk Wins' Community pot.
- We have delivered over 200 food parcels to local residents in need.
- Working with partners we have ensured all vulnerable homeless individuals

were moved promptly off and remained off the street.

Support to businesses:

At the time of this report £37.545M of 'Business Support Grants' have been paid out promptly to 3237 businesses in West Norfolk. Officers are currently working through 'discretionary grant' payments to additional businesses which did not qualify under the original scheme and have to date paid out a further £511K to an additional 78.

Maintenance of Core Services and honouring an important national event:

With the exception of just one two week cycle on brown bins collections being suspended (ie. 1 missed collection for the residents affected) we have maintained refuse and recycling collections across the borough. This equates to:

- 75,000 green and black bins emptied each week
- 13,500 brown bins emptied each week
- 2,300 tonnes of garden waste collected for composting in April & May (up 85 tonnes)
- 25,000 tonnes of recycling collected in green bins in April & May (up 240 tonnes)
- 236 separate collections of bulky items in April and May

All against an operational backdrop of Covid-19 and staff having to adapt to new safety procedures.

Parks, open spaces and gardens have been kept clean and well-maintained and a thank you flowerbed was designed and installed dedicated to the NHS and key workers.

Behind the scenes, ICT staff have worked tirelessly to enable remote working and online meetings to be held and changes have been adopted to ensure 'social distancing' can take place in work settings, all to ensure core service delivery was disrupted to a minimum.

We also ran a successful and well-received VE Day celebration which engaged 100s of residents with resources and activities.

Help to others:

Redeployed Alive West Norfolk ran an 'activity club' for the children of QE hospital staff to assist them. It ran from April to the end of May. We had 1025 bookings from 88 children supporting 58 families to go to do their essential work. All bookings received a free packed lunch and all sessions provided were free of charge for Key Workers' children.

We also suspended car parking charges for key workers with cross party support in several locations during lockdown as a small 'thank you' acknowledgement.

Recent developments:

Following a thankful reduction in infection rates and related changes to national public health guidance and the easing of restrictions – particularly around lessening of travel restrictions and opening of further business premises the council has taken a proactive and pragmatic approach to ensure it complies with the new guidance, ensure public and resident safety and assist our local businesses reliant on trade and under the most considerable pressure.

You will already have seen in previous briefings the work put in place re liaison with businesses, new signage, patrols and related environmental works (such as footpath widening, barriers, installation of additional hand-washing facilities and floor markings) in Hunstanton, Heacham and the Town Centre and this evolving situation

continues to be monitored and developed.

2 Forthcoming Activities and Developments.

As further relaxation of restrictions occurs, we and our partners are inevitably moving further into planning and delivering the recognised 'recovery phase' and away from the initial 'emergency response' to Covid-19.

CABINET MEMBERS REPORT TO COUNCIL

9th July 2020

COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT

For the period to 26 June 2020

1 Progress on Portfolio Matters.

Planning Department

Planning officers continue to work remotely but are now carrying out site visits, observing social distancing rules. They are having meetings via Teams and Zoom. Planning admin are working from the Town Hall currently, which also acts as a base for officers undertaking site visits and picking up files or other items they may need.

Planning applications received

The year started with a similar trend to the previous year, but we have seen a decline since the outbreak of Covid-19. However, figures at 25th June indicate planning applications received are starting to recover, 140 planning applications to date with a projected month end of 165.

Planning and discharge of condition applications received



Revenue income

Income at the end of financial year 2019/20

	Final income	Projected	Variance
Total	£1,131,741	£1,162,650	-£30,909

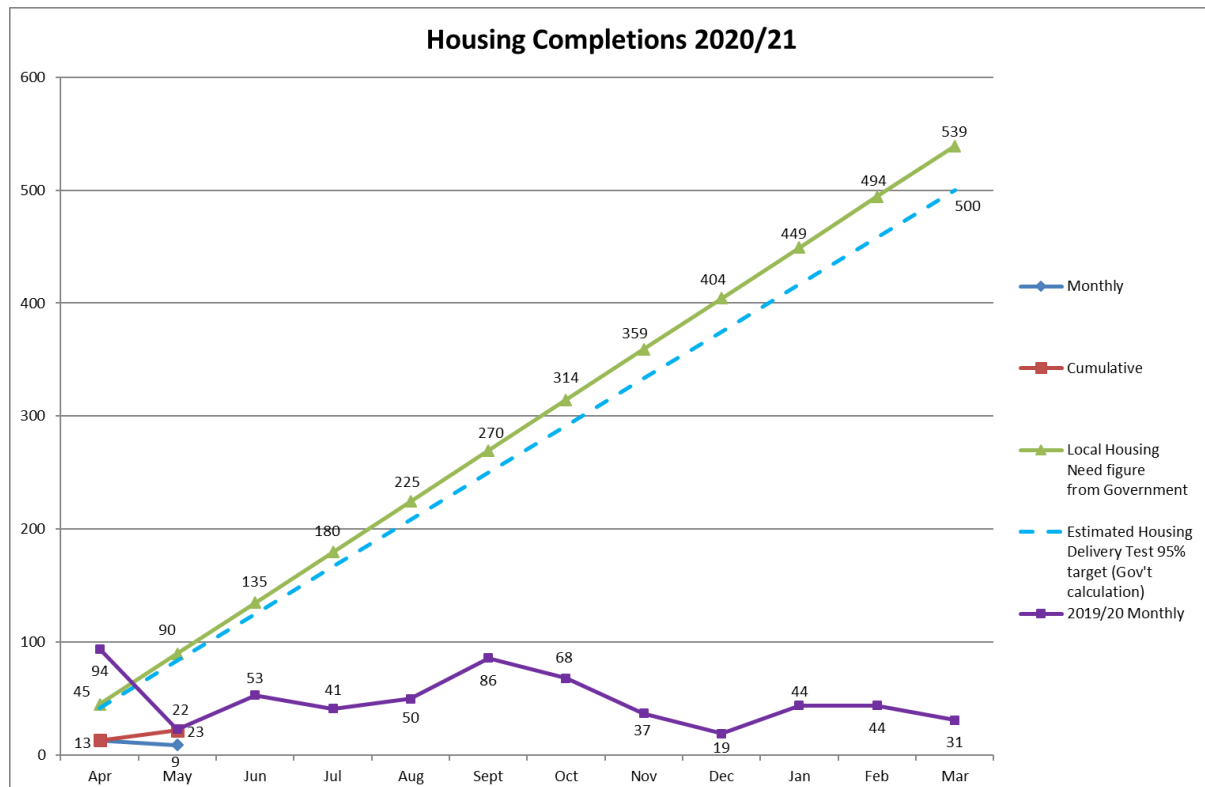
Income for 2020/21

	April 2020	May 2020	Estimated income at 25 th June	Total	Projected Apr - Jun	Variance April – 25 th June
Total	£112,816	£128,849	£103,472	£345,137	£290,913	+£54,224

Despite the decline in applications the income has held up well.

Housing Completions

22 completions in April / May 2020 compared to 117 in April / May 2019. Completions have increased for June, 24 completions at 25th June although this is still lower than the June 2019 figure of 53. Covid-19 has and continues to have a major impact on housing completions. As more restrictions are lifted and the larger housing developers return to construction sites hopefully completions will start to increase. The Government has yet to announce if the Housing Delivery Test figures will be altered to reflect the impacts of Covid-19.



Appeal Performance – decisions made by The Planning Inspectorate 1/1/20 – 31/5/20

	Dismissed	Allowed
Planning appeals	13	2
	87%	13%
Enforcement appeals	2	0
	100%	0%

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

Local Plan Review

Work is progressing well on a revised plan document to present to the Task Group for consideration. Meetings (virtual) started again on 1 July and discussed the project plan (our Local Development Scheme). Allocating land for development is clearly important to CoVid19 recovery.

Housing numbers

The Task Group will be asked to consider an update in the light of latest Government advice. 19/20 was a good year for completions (591 against a 550 target), but it remains to be seen what 20/21 will bring. The Borough is still required to prepare an Action Plan in relation to Government Housing Delivery Test. Whilst our results improve, we are still in the less than 95% test result category.

Neighbourhood Plans

Several changes have been introduced to neighbourhood planning in response to the coronavirus (COVID-19) pandemic including

Where the local planning authority has issued a decision statement (as set out under Regulation 18 of the Neighbourhood Planning (General) Regulations 2012) detailing its intention to send a neighbourhood plan to referendum, that plan can be given significant weight in decision-making, so far as the plan is material to the application.

All neighbourhood planning referendums that have been recently cancelled, or are scheduled to take place, between 16 March 2020 and 5 May 2021 are postponed

The Planning Policy Team continue to assist a large number of parishes and towns with their plans. Recent activity includes:

1. A 'health check' for the draft Hunstanton plan
2. Examiners report received for Upwell
3. Approaching final drafts for Castle Acre and Thornham
4. Holme still awaits the holding of a Referendum
5. Draft plans prepared at Old Hunstanton and Terrington St John
6. Final stages of a review at Brancaster
7. Continuing dialogue with Grimston / Roydon and Congham and Gayton

Community Infrastructure Levy (CIL)

In line with Government advice we have extended payment periods for schemes due to pay CIL in the period since March for 3 months. As the number of permissions liable for CIL grows we are fielding an increasing number of enquiries and questions from developers.

The CIL Governance and Spending scheme has been considered by the CIL Task Group which has recommended a process and priorities to the R+D Panel for ultimate consideration / approval by Cabinet. This represents some 9 months work by the Task Group to present very detailed proposals.

Meetings Attended (via Teams Zoom and Youtube)

Portfolio Meetings,
Planning Committee
Planning Committee Sifting
Cabinet
Cabinet Briefings and Updates
Cabinet Sifting
Various Meetings with Officers
Regeneration and Development Panel

4CABINET MEMBERS REPORT TO COUNCIL

9 July 2020

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR HOUSING

For the period March to June 2020

Progress on Portfolio Matters.

Home Choice figures for May

There were 912 live applications

3 Emergency

140 High

284 Medium

485 Low

There were 158 applications/ Change in circumstances
and 15 lets

Long Term Empty Homes

These are properties that have been empty for a period of 6 months or longer

April 1st 1100 LTEHs which is 1.49% of houses in the Borough

May 1st 1040 LTEHs which is 1.40% of houses in the Borough

June 1st 1098 LTEHs which is 1.48% of houses in the Borough

June 2020

Rough Sleeping & Homelessness Covid 19

Background

When the crisis was first announced, the efforts of the housing team were initially focussed on the night shelter to ensure those using it wouldn't revert to rough sleeping.

A plan was implemented at short notice with paired down numbers and a focus on resettlement of those using the shelter.

Within a few days the plan had to change as it was clear that social distancing measures could not be complied with in dormitory accommodation. A Herculean effort began to relocate everyone either using the shelter or those rough sleeping. Since then temporary hotel accommodation has been used. We have accommodated 31 rough sleepers under the everyone in initiative since March 2020.

These swift actions were met praise from the MHCLG, They have been sharing our approach/model with other authorities as good practice

Resettlement options

The housing team are working tirelessly to resettle everyone in temporary hotel accommodation by 30th June. To date actions include;

- Working with existing supported accommodation provider Sanctuary Housing to identify people in 24/7 supported accommodation that are ready to move into move accommodation with floating support.
- Working with Freebridge Community Housing and Broadland Housing Association to secure properties that can be used as temporary move-on accommodation on a shared living basis i.e., 3-bedroom house would have three people sharing.
- Working with Purfleet and other support providers Sanctuary and Homegroup to provide ongoing floating support to those in move-on accommodation on an interim basis.
- Engaging with Norfolk County Council as the welfare authority to see how these additional ongoing support costs can be met.
- Engaging with Norfolk County Council as the welfare authority to seek to secure a sustainable housing related support model going forward.
- Engaging with Broadland Housing and Freebridge Community Housing to consider more sustainable medium- to long-term accommodation options.
- Continuing to liaise with MHCLG and ensure any funding opportunities are maximised.

Medium-longer term ie within next 12-18ths

- Working closely with partner landlords to develop a medium to longer term plan. Options currently being considered are;
 - Bringing empty buildings back into use including office/retail conversions
 - Modular units
 - Private sector leasing scheme
 - RPs acquiring open market properties that are available in short to medium term.
 - Housing First model to accommodate people with complex needs

We will seek to access some of the £433m announced by MHCLG a few weeks ago with the above projects. We await further guidance from MHCLG but seek to prepare bids in readiness.

Rough Sleeper Funding

There has been a further announcement from Government this week of a further £105m to help with homelessness and rough sleepers in response to Covid 19. We are still waiting to hear how this will be accessed or allocated. Officers have a call with MHCLG next week and we hope to receive further information on this fund. The letter also sets out temporary measures that are in place regarding people with no recourse. Although temporary as in only 3

months these measures are welcomed.

Moratorium on evictions

In March Government announced a suspension of social and private rent evictions until June. This has recently been extended until August 2020. At the end of this period Landlords and tenants are expected to work together to come up with affordable repayment plans for anyone with rent arrears. This is an area that we continue to monitor closely as there is potential for significant increased homelessness with the social and economic impact of Covid-19

LGA Guidance

The Local Government Association (LGA) recently released some helpful guidance on options available to sourcing accommodation and support solutions for the various client groups.

<https://localpartnerships.org.uk/wp-content/uploads/2020/06/Rough-sleeper-accommodation-guidance-final.pdf>

Meetings Attended

- Full Council
- Cabinet
- Cabinet sifting
- Cabinet Briefings
- 14+ COVID meetings/Briefings via Teams
- Officer Teams meetings
- Various phone conversations/updates with Officers
- Zoom meetings
- YouTube viewings

CABINET MEMBERS REPORT TO COUNCIL

9 July 2020

COUNCILLOR PETER GIDNEY

CABINET MEMBER FOR PROJECT DELIVERY

For the period 27 February to 1 July 2020

1 Progress on Portfolio Matters.

During the lockdown period I had several portfolio meetings assessing the current projects. Progress and discussions have been held between officers in the form of telephone portfolio meetings as well as a few Zoom/ teams meetings, at least weekly.

Projects have been on hold up to recently, but meetings with fellow cabinet members have been very pro-active during the lockdown with members doing a great deal in keeping everyone up to date with the national and regional news and advice as well as delivery of financial and other support to local businesses and other organisations in our community. In addition, the help given to the homeless and other vulnerable people has been outstanding; I say a big thank you from me and many people I know for the help they have delivered.

I am especially saddened that Ian Devereaux has resigned from Cabinet, he has done so much good work and he will be a hard act to follow.

My portfolio;

With regard to housing Corporate Project Officer Dale Gagen with the contractors were ready to get back to work as soon as the restrictions were lifted for construction sites, enabling materials to be secured for continued work.

Since then eleven homes have sales agreed, 3 on Nar Valley, 4 on Dewside and 4 on Caper Place.

The Council has at present 4 Major Applications in for planning.

Assistant Director Matthew Henry has dealt with the outstanding issues on the Enterprise Zone development on the NORA site and it is hoped that work will begin in the autumn. With the assistant Director I am looking forward to projects which are waiting to start as well as watching non council projects

which could benefit the town.

During the lockdown I have been very impressed with the officers' performance where I have been involved whether it has been Project related, IT or Admin. Especially impressed with the on-line meeting support, my thanks to all of them.

2 Forthcoming Activities and Developments.

Continuing Teams and Zoom meetings as they are scheduled.

3 Meetings Attended and Meetings Scheduled

Since the start of Lockdown, I have attended or watched 35 Teams and Zoom meetings - relating to portfolio duties, not including PC meetings most of which I have attended.

Meetings scheduled, as item 2

CABINET MEMBERS REPORT TO COUNCIL**9th July 2020****COUNCILLOR MRE EA NOCKOLDS
CABINET MEMBER FOR CULTURE, HERITAGE & HEALTH**

For the period March to 29th June 2020

1 Progress on Portfolio Matters.

I would like to take this opportunity and express my huge thanks to all of our staff who have worked in an efficient way supporting each other with the aim of providing much information and deliveries to our residents throughout west Norfolk who are vulnerable or shielding because of the COVID19 pandemic. Many of our staff, including staff from Alive West Norfolk have been redeployed to work with our Ask LILY team. The Team have contacted almost 10,000 residents via the telephone, often many times and 1500 home visits from our volunteers. Having Ask LILY in place has been a life saver particularly as many of our residents are aware of it, they trust it and have knowledge of our partners, who are local charities. Ask LILY have been able to provide bespoke responses to requests for help, such as arranging Click & Collect, advised them on local businesses/suppliers and utilised all of the support from our LILY partners as well having full information on the LILY web-site directory.

Our communications and partnership working with the QE Hospital over many years, firstly with Ask LILY and recently with District Discharge in conjunction with our Housing team, together with Careline and Care & Repair has also worked very well. The Housing Team has received referrals from the hospital staff on behalf of patients who are in need of adaptations before returning home. On discharge, patients receive a 'I'm Going Home' pack designed by our Housing team which provides information on adaptations and other support in the home which we can provide.

Creative Arts East have been working in our Borough, in Downham Market and Hunstanton, with their health campaign named, 'Our Day Out'. The team are working with families who are living with a member who suffers from Dementia. Before Covid 19 activities of music, dance and art were held in village halls. During lockdown families have been contacted via phone or email and Creative Arts East have been sending out wellbeing packs which included a CD to their place of residency.

Our Tourism officer has been in many conferences recently with Visit Norfolk, Visit East Of England and Visit Britain as we need to support our Tourism Industry in west Norfolk. Visit Britain has produced a scheme which has been officially launched ready for the opening up of much more of the Tourism

Industry. The scheme is known as "We're Good to Go". It is a self assessment programme which tourism businesses are expected to sign up to which should display to customers these places are safe, clean and secure to visit. 'Visit Britain' are also launching a "Know Before You Go" public information campaign which will sign post visitors to information and available services before travelling. Our Tourism Department are supporting and promoting these campaigns and working in partnership with 'Visit Norfolk'.

2 Forthcoming Activities and Developments.

Discussions on arrangements have been held about future events in Kings Lynn and Hunstanton. As soon as Governments COVID restrictions are known for August, events will be considered especially the VJ Day celebrations.

The Cinema in the Corn Exchange is expected to be completed and handed over to Alive West Norfolk on 24th August. Once the sound and projection has been tested the Cinema will be ready for audiences late September or early October. Taking into account Social Distancing 25 seats can be occupied in each Cinema. AWN are cancelling all performances for October due to COVID restrictions. The majority of the shows are re-booking for 2021.

Both of our Cultural providers who we have signed a Service Level Agreement with, Creative Arts East, who manages our Local Cultural Education Partnership, 'PEACH' and the Lynn Museum have been communicating with the public via Social Media and articles in the local press and interviews on Radio Norfolk. For example Lynn Museum together with the Stories of Lynn, have included short films on different topics, such as making anglo-saxon brooches, producing on-line exhibitions and inviting viewers to vote for their favourite object or painting. In the local press Lynn Museum have been inviting readers to share their experiences about how they have coped in lockdown and which hobbies they have acquired or continued with. Following all risk assessments to ensure safety for staff and visitors, preparations are in hand for an early Autumn opening with a new attraction of an exhibition based on the life of Thomas Baines. Young people who are members of the Museum and Stories of Lynn 'Kick the Dust' project have been demonstrating their social media skills and informing the public on their project so far.

Creative Arts East and Festival Bridge have designed Creative Activity packages for children and young people who do not have computers at home. Therefore the packages will be delivered to their homes. Many schools are involved throughout Norfolk. It is funded through a grant from Arts Council East.

3 Meetings Attended and Meetings Scheduled

Meetings attended either via Microsoft Teams, Zoom or email
TEAMS
Lorraine Gore Chief Executive
Duncan Hall Assistant Director

Martin Chisholm Assistant Director
Phillip Eke Tourism Officer
Health & Wellbeing Board District Councils Sub Committee
Alive West Norfolk
Norfolk Arts Forum
Kings Lynn Towns Fund Board
WN Community Transport
Collusion Art group with Officers
KL Internal Drainage Board
VE & VJ Project celebrations
Downham Market TC
Hunstanton TC
ZOOM meetings
Cabinet
Visit Norfolk Board
KL Festival Board & AGM
CPP, R&D & E&C Panels
LGA Cultural/Tourism Discussion
Creative Arts East
Via email or telephone
John Greenhalgh Assistant Director
Claire Thompsett & Nathan Johnson Open Space & Grounds Maintenance
Deputy CE QE Hospital Trust

CABINET MEMBERS REPORT TO COUNCIL

9 July 2020

COUNCILLOR BRIAN LONG – LEADER & CABINET MEMBER FOR RESOURCES.

For the period March 2020 to 28 June 2020

1 Progress on Portfolio Matters.

Corona Virus (CV-19)

The world wide pandemic has hit West Norfolk hard as it has over the entire world. Our thoughts as a council must go out to all the families directly effected by this who have lost loved ones.

As Leader it became apparent to me early on as we were placed into lockdown that the virus would change the way we had to work and early on I incepted virtual meetings with my cabinet and colleagues. I appointed Cllr Stuart Dark to Cabinet as his experience in dealing with emergencies was probably far in excess of anyone else on the Council, due to his professional background. This allowed members to be briefed by him on the local handling of the council's response to CV19, allowing me to keep a strategic oversight to the whole council's operations including the response.

My personal thanks must go to all our officers who have stepped up to the mark in what has been the most difficult time in this Councils existence. Also I must thank Stuart Dark and all of my Cabinet Colleagues through this difficult time.

To keep the day to day operations of the council working we have had to make changes to our offices, moving entire departments to maintain social distance, creating a shift working system and facilitating more staff working from home. Across every department we have had to change how we work, but providing as we do essential services we have had to do this and maintain as safe an environment as we could for our staff and officers.

During the pandemic we have had to commence new services such as providing emergency food supplies to the vulnerable that were shielding and also we have paid out grants utilising Government funding to in excess of 3300 businesses totalling over £37m. We have found accommodation for our homeless, ran day care for Keyworkers Children and worked with the NHS to free up hospital beds.

It is acknowledged by everyone the fantastic work done in West Norfolk by

our partners in the NHS, Care System and blue light services but it also must not be forgotten that Council Workers have been Key Workers throughout the Pandemic, and the people of West Norfolk, I believe, appreciate what those Council workers have done and thank them.

Recovery from CV-19

As the cases of CV-19 are now diminishing in West Norfolk and across the country it is vital that we now look to recovery of the economy both nationally and locally. Initial physical measures have been put into place to allow maintenance of social distancing, but our local economy will need more than just that to aid recovery. As an organisation we have control over many regulatory functions, such as planning and licensing, it is imperative that we work with business to allow them to recover without inhibiting them with regulation and red tape. As a council we can and will do what we can to invest in our local area to facilitate growth, where possibly bringing forward plans that can create local employment, homes and new business opportunities.

Finance

Having taken all measures necessary during the pandemic we have had to use large amounts of our reserves and whilst our recent budget monitoring report starts to outline our position financially we will have to look at our budget that was agreed in February for 20/21 year. I therefore propose to bring forward with officers an amended budget for the remainder of this financial year.

We have as a council received financial assistance from central government of over £1.6m to date, at the time of writing this report and given the state of all District level councils finances, I have already been lobbying government for more help, this is done in collaboration with the Local Government association and the District Councils Network. I will of course advise further if and when any progress is made.

2 Forthcoming Activities and Developments.

Norfolk Covid-19 Local Outbreak Engagement Board

As with other areas of the country, Norfolk has created a Local Outbreak Engagement Board, the purpose for which is to organise / incept localised measures including local lockdown or other emergency measures needed to help contain a further outbreak with a local area, such as care home, food factory or even wider up to whole towns or areas. Initially we are creating a model for dealing with this, the main lead is Public Health at NCC, however all district / borough / city council is involved together with the police and NHS. We would also call in other partners as required.

3 Meetings Attended and Meetings Scheduled

During the period of lockdown I have attended the following meetings via Teams or Zoom.

Norfolk Leaders Meetings x 27

District Council Network (DCN) CV-19 Briefings x 14

Kings Lynn IDB Meetings inc Water Management Alliance x 4

Weekly Update from Chief Executive from Management Team x 14

Cabinet Briefings with officers

Cabinet Sifting x 2

MHCLG Briefings x2

Cabinet

Freebridge Housing Board x2

Councillors Briefing from Public Health / NHS

Alive West Norfolk Board x 2

Norfolk Covid-19 Local Outbreak Engagement Board

Weekly informal meeting with cabinet colleagues.

Various other meeting with officers – portfolio matters.

Liaison meeting with Downham Market Town Council

Local Government Association CV-19 Briefings.

In addition to these I have had numerous trial meetings to check functionality and train some in using Teams and Zoom

CABINET RECOMMENDATIONS FROM 20 MAY 2020 TO COUNCIL ON 9 JULY 2020

CAB130: FUTURE HIGH STREETS FUND - KING'S LYNN

The Chair invited Assistant Director, Duncan Hall to present the report which detailed the proposals to be submitted to the Government under the Future High Streets Fund for King's Lynn. Work on the submission had continued after the Corona Virus outbreak which had affected the working arrangements of all involved. The report explained that the deadline for submission of the bid to the Government was 5 June 2020.

The fund was aimed at providing support to town centres to enable them to be sustainable for the future. The total cost of the programme was estimated at circa £36m with an initial grant request of £23.4m, and included a new library and multi service hub; a new car park, refurbishment of the Guildhall complex and improved use of the Custom House; improved digital signage; replacement of the building projection system; and South Gate highway diversion and strategic landscaping.

The Regeneration Programmes Manager gave an explanation of the proposals for the South Gates bid and informed Members that more detailed figures would be worked up if the bid was accepted.

Assistant Director D Hall gave some details on the Community Hub proposal which would be led by the County Council which would include a new library and other community related facilities.

Councillor Middleton as responsible Cabinet Member supported the proposals which were aimed to improve the current facilities for the area, which was even more important with the pressures arising from the current pandemic.

Under standing order 34, Councillor Morley supported the proposals and suggested some ways to present the case particularly to emphasise the benefits for the socio economic situation for the area. The Chair agreed that the bid needed to demonstrate the benefits for the area, acknowledging that the Council was in competition with so many other Council's for available funding.

Under standing order, 34 Councillor Kemp made observations regarding the existing library building which she would have preferred to see the money spent on improving, and on the proposals put forward for the new library. She considered that the area in front of the proposed library should be included in the bid and commented that if they weren't already involved, the UEA and Health side should be involved.

The Chair drew attention to the Borough Council's support of the bid by the fact it was being brought forward by the Borough working with the County Council. He acknowledged that if the bid was successful, the County Council would have to decide on a new use for the current building.

Under standing order 34, Councillor de Whalley registered his concern for the future of the existing library building and suggested that its future could be confirmed in the bid. He confirmed he wanted to see the Guildhall and Custom House future confirmed but considered that the scrutiny panel should have considered the bid.

The Chair confirmed that in the current circumstances and with the deadline date set by the Government, the processes had been hampered. He appreciated that panels would normally form part of the process, as Regeneration and Development had input earlier in the process, and encouraged onward scrutiny of the proposals if successful.

Under standing order 34, Councillor Ryves commented on the costings of the South Gates proposals, which in response it was explained that the type of works proposed was costly, but the figures given were ball park projections at this stage. Councillor Ryves suggested that the maritime heritage could be included in the bid, to which it was explained there was a maximum amount that could be bid for, and much work had been carried out along the quay in recent years, but it was also costly to do so.

Under standing order 34, Councillor Joyce asked if the costing for the South Gates were sufficient, and that the traffic along London Road needed to be monitored.

Councillor Lawrence supported the proposals, and also asked that the bid should include the provision for the Council to be able to call a halt if after the end of the pandemic and budgets had been reviewed it was deemed not affordable.

The Chair confirmed that this would be included in the bid. Councillor Blunt supported the proposals drawing attention to their link with delivering elements of the King's Lynn Transport Strategy.

Councillor Nockolds welcomed the Bid as a huge opportunity for the area, improving one of the key entrances to the town, and having knock on effects on other businesses and leisure facilities. With regard to the question raised by Councillor de Whalley regarding the Custom House, Councillor Mrs Nockolds reminded Members that it had been planned the building to open at Easter and remain open throughout the summer, but with the restrictions now in place this had not been possible.

Councillor Devereux congratulated officers on the preparation of the documents, commenting that the proposals supported many of the Council's objectives, but particularly on an environmental front for the car park proposals and the traffic flow for the town. Councillor Gidney in supporting the proposals commented that they may need to be adjusted when the financial future was clearer.

Councillor Dark spoke in support of the proposals.

Councillor Middleton confirmed that the County Council were discussion the future use of the current library building. He responded to the point raised by Councillor Ryves explaining that not everything could be included in the bids, and also that the finances would be monitored and discussions held with relevant Government Departments as all authorities were concerned about the financial future.

NB – The resolved elements below have been enacted.

RESOLVED: 1) That the submission of projects to the FHSF as detailed in section 3-7 of the report be agreed.

2) That delegated authority be given to the Chief Executive in consultation with the Leader and Portfolio Holder for Business Development to finalise the submission to Government. 3) That officers be instructed to continue to work with Norfolk County Council to progress the proposals for the multi service hub and Southgates area including finalising any legal and funding agreements required. 4) That recruitment commence, where appropriate, of key programme posts in preparation for the award and delivery of the FHSF and Town Deal programmes.

RECOMMENDED: That Council be requested to agree to revise the existing capital programme as detailed in section 13, subject to a caveat on the council's ability to finance projects following an evaluation of the impact of Coronavirus on the budget position 1016

Reason for Decision

To allow the Council to apply for a major grant funding stream in line with the corporate strategy to support the vibrancy and viability of King's Lynn's town centre and contribute to the Recovery Plan in response to the Coronavirus pandemic.

Urgent Cabinet Recommendation from 30 June 2020 meeting

CAB142 **URGENT UPDATE TO STANDING ORDERS RELATING TO COVID
19**

Cabinet considered a report which presented draft amendments to the Standing Orders within the Borough Council's Constitution to reflect recent legislation enabling local authority meetings to be conducted remotely. The draft amendments were presented to the Corporate Performance Panel on 3 June 2020 which resolved the amendments be submitted to Cabinet with three identified changes, which were incorporated into Appendix 1 to the report.

Under standing order 34 Councillor Moriarty who had chaired the Corporate Performance Panel when they considered the item drew attention to the fact that the changes to the standing orders were a moveable feast. He drew attention to the fact that some people may need to be able to move around during a meeting but would still be present in the meeting so the Chair's discretion was vital.

RECOMMENDED: That the draft amendments to the Standing Orders attached as Appendix 1 be approved.

Reason for Decision

To ensure that the Borough Council's Standing Orders reflect the most up-to-date legislation and capture the key requirements for how the Borough Council will conduct its remote meetings.