

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



COUNCIL MEETING

Agenda

Thursday, 1st September, 2022
at 4.30 pm

In the Assembly Room
Town Hall
Saturday Market Place
King's Lynn

Available for the public to view on [WestNorfolkBC on You Tube](#)



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
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23 August 2022

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 **4.30 pm** on **Thursday, 1st September, 2022** 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 14 July 2022 (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. PROPORTIONALITY CHANGES (Pages 8 - 9)

8. PETITIONS AND PUBLIC QUESTIONS

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

9. 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: 2 August 2022 (Page 10)

CAB47: Contaminated Land Strategy

10. NOTICES OF MOTION

- 1) To consider the following Notice of Motion (8/22), submitted by Councillor A Kemp:

Tourism and Heritage Assets

This Council supports King's Lynn's heritage that defines Lynn as an international tourist destination. The Carnegie Library is one of Lynn's most prominent heritage assets that was built by the Council, on land belonging to the Council, on Tower Field near the Greyfriars Tower, in 1904 in Tudor Gothic architecture, with a turret that was used as an observation tower in the First World War and which houses the town's two book collections dating from Medieval Times.

Head Librarian Ray Wilson's book, History of Lynn Library, says : The site was excellent for library purposes, being situated centrally in the town, amongst Medieval surroundings, with ease of access from all parts of the town and the outlying Districts.

The previous Administration formed a plan to move the library to the old Argos shop.

The Library was acquired by statute by Norfolk County Council under local government reorganisation in 1974.

The County Council intends to consult the community for a community function for the building.

However, if community groups do not come forward that can afford to buy the Carnegie, or take on a full repairing lease, NCC says it would reassess the situation. This would put the future of the Carnegie at risk as a public building open to all.

If the library moves out of the Carnegie, Norfolk County Council will cease to fund its upkeep and repair.

If NCC declare the building is surplus to service requirements, the Council policy is disposal.

The law says disposals of local government property should be at market

value, and leases are at full market rent.

NCC recently expressed the intention to save Holt Hall Education Centre for a community use, but then sold it off to the highest bidder for private use.

This Council does not want to Lynn to lose a key heritage asset open to the public, residents and tourists and asks the Cabinet to make a formal agreement with Norfolk County Council to safeguard its future as a heritage asset.

- 2) To consider the following Notice of Motion (9/22), submitted by Councillor A Tyler

'This Council is very saddened by the recent loss of John Collop, an effective, principled and long-standing councillor and friend to many here.

Therefore, at the first formal Council meeting since his untimely passing this Council initiates a lasting and befitting tribute to pay our respects to him and his family and give thanks for his years of service to the people of West Norfolk.

This Council therefore agrees steps will be put in place to ensure that one of the roads, community recreation or green spaces on a new Council related development in or near the ward he served so well coming forward will be named in his honour as a lasting tribute and reminder for all'

- 3) To consider the following Notice of Motion (10/22), submitted by Councillor Sandell:

'Like many other organisations, this Council recognises diversity training, like other training, is vitally important. It helps us understand the many varied communities, businesses and visitors we serve better, it inputs relevant legislation and evolving best practice and reassures people looking in that we as their Councillors are open to such important personal development.

We instruct officers to bring forward developmental diversity training at the earliest opportunity and agree to attend. This is not for some ethereal purpose, but to have real world benefit, helping us as a council make better strategies, policies and decisions for all.'

- 4) To consider the following Notice of Motion (11/22), submitted by Councillor Joyce:

"This Council recognises that the cost-of-living crisis is adversely affecting many local people, especially people on very low incomes.

This Council additionally notes that it has a very high General Reserve Fund

of over £8 million above the recommended level.

This Council further notes to increase the Council Tax Support Scheme to 100% to every eligible Council Taxpayer based on last year's figures will run to less than £30,000 to this Council.

Therefore, this Council approves increasing its Council Tax Support Scheme to 100% to every eligible Council Taxpayer."

11. CABINET MEMBERS REPORTS (Pages 11 - 33)

In accordance with Standing Order 11, to receive reports from Cabinet Members moved en bloc, under Standing Order 11.2 Members of the Council may ask questions of Cabinet Members on their reports and Portfolio areas. The order of putting questions shall commence with a Member from the largest opposition group, proceeding in descending order to the smallest opposition group, followed by a non-aligned Member and finally a Member from the ruling group. This order shall repeat until the time for questions has elapsed or there are no more questions to be put.

The period of time for putting questions and receiving responses shall not exceed 50 minutes for all Cabinet Members, excluding the Leader

The period of time for putting questions and receiving responses to the Leader shall not exceed 15 minutes.

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

Corporate Services - Councillor B Long

Environment - Councillor P Kunes

Development - Councillor R Blunt

Finance – Councillor A Dickinson (report to follow)

Property – Councillor A Lawrence

People and Communities – Councillor Sam Sandell

Deputy Leader and Business, Culture & Heritage – Councillor G Middleton

Leader - Councillor Stuart Dark

12. 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).

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 : 1 September 2022

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 from Independent to Conservative by Councillor C Rose, it is being presented for review.

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

That Independent lose 1 seat from the Licensing Committee and 1 seat from Corporate Performance Panel.

Those 2 seats go to the Conservative Group

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 change is that following the move from the Group of Independents to the Conservative Group by Councillor Colin Rose. This means that the group numbers are currently 30 Conservative, 14 Independent, 7 Labour (Cllr J Collop's vacancy is not dealt with in this report). The 3 Independent Members are not in a group and are not taken into account in the proportionality calculations, but any Group may offer seat/s to those independents should they wish.

3 Amended level of Seats Allocated

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

RECOMMENDATION TO COUNCIL ON 1 SEPTEMBER FROM CABINET ON 2 AUGUST 2022

CAB47: CONTAMINATED LAND STRATEGY

The Scientific Officer presented a report with an attached strategy which set out how the Borough Council would fulfil its statutory duty to inspect the district for contaminated land. This was an update of the existing strategy following the issue of new national guidance. She drew attention to the fact that the Environment and Community Panel had supported the document.

Under standing order 34, Councillor Joyce expressed the view that the polluter should always pay for the decontamination of land. The Scientific Officer confirmed that this was the principle which was contained within the strategy.

RECOMMENDED: That the updated Contaminated Land Strategy be adopted.

Reason for Decision

So that the Borough Council can fulfil its statutory duty to investigate the district for Contaminated Land

CABINET MEMBERS REPORT TO COUNCIL

1 September 2022

COUNCILLOR BRIAN LONG - CABINET MEMBER FOR CORPORATE SERVICES

For the period July to 20 August 2022

1 Progress on Portfolio Matters.

Green Flag Awards

On the 25th July I met with Grounds maintenance staff from across the borough as we received Green Flag accreditation for five of our parks and gardens across the borough. A fantastic effort from all involved in what has been a very hot summer and not always the best for gardens and parks.

Venues to achieve green flags include, The Walks, Memorial Gardens in Lynn, Mintlyn Crematorium, Esplanade Gardens and Boston Square in Hunstanton.

ICCM Metal Recycling Scheme.

In my last report I made reference to the latest £12000 donation made by the scheme, however at time of writing it was ahead of the official announcement that Nelson's Journey were this time's beneficiary. I have been assured by them that this sum will make a huge difference to the work they do. Separately I was contacted by someone already being helped following a bereavement.

Crazy Golf – The Walks

Members may have seen that the old Crazy Golf equipment from Hunstanton has been installed in the Walks for the summer. Prices are £1.50 per adult and only £1.00 per child, including loan of club and ball. The location near the kiosk means the sales were covered from there.

This has been well received with figures rapidly exceeding 1000 players. A great example of something at low cost to do during summer months. I will update exact figures for the summer after the school holidays.

2 Forthcoming Activities and Developments.

Wash & North Norfolk Marine Partnership.

I have been involved with the WNNMP for several years initially as Borough Representative and latterly from NCC. At a recent management meeting it has been approved to move to closer working with the Norfolk Coast Partnership. Although both organisations have differing roles both share a commonality and it has been long hoped to bring both organisations closer together with shared staff and this in turn will allow flexibility on project working. Our representative on the body is Cllr Deveraux and I am sure he will update the E & C Panel at the appropriate time.

Norfolk Coastal Members Board

As a result of the work being undertaken by Lord Dannant with the Norfolk Flood Forum a separate group is being formulated to deal with all Norfolk's coastal issues in one forum. The inaugural meeting of this, looking at terms of reference and procedural matters, has taken place. This will bring all coastal authorities, NCC and other partners together to look at Coastal issues in the same way the Norfolk flood forum has done for landward flooding issues. In addition the Coastal Forum will look at Erosion and integration of latest Shoreline Management plans.

3 Meetings Attended and Meetings Scheduled

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

Norfolk Parking Partnership

Kings Lynn Internal Drainage Board

KL multiuser hub briefing

Norfolk Coastal Member Board

Member briefing for QEH

Town Deal Member Briefing

West Norfolk Housing Company – Business planning meeting.

CABINET MEMBERS REPORT TO COUNCIL

1 September 2022

COUNCILLOR PAUL KUNES - CABINET MEMBER FOR ENVIRONMENT

For the period July to September 2022

1 Progress on Portfolio Matters.

Re:fit Work

-Re:fit 3 works for Enterprise works has been agreed and will start soon. £136K has been allocated from the Climate Change Budget to match fund the successful PSDS grant bid supporting this project.

-The HLA for the next Re:fit phase is also underway and will likely be reported in September.

-Commercial solar power options are also being considered and will be presented along with the Refit HLA work.

Further meetings have taken place with the Energy Saving Trust, who are conducting a review of the Council Vehicle fleet, with a view to moving over to Electrically powered vehicles where possible. This will take place over several years as older vehicles become due for renewal

EV Charging

-Work has started with BP Pulse installing the 26 Fast EV charging points.

-Contracts are being agreed with BP Pulse to replace the 4 Rapid EV charging points at Hunstanton and King's Lynn.

-LEVI funding bid through Norfolk County Council for additional EV charger points within the district was made in June to OZEV. We are waiting to hear if the bid was successful.

- There are many factors in making the decision to go electric and access to charging facilities is one of them. Lack of off-street parking at home can pose a barrier but we are removing that by making nearby charging facilities available.
- This means it will be easier for people to make an environmentally-friendly choice when buying a vehicle and it will also benefit our visitors who arrive in electric vehicles.
- The borough council secured a grant of £195,000 from the government's Office for Zero Emission Vehicles (OZEV) and a further contribution of nearly

£90,000 from BP Pulse, as well as its own contribution of £73,500. The council has also spent a further £87,000 to install a substation at Austin Street to support the electricity supply and BP Pulse will cover the maintenance costs for 7 years.

- The chargers are fast 7kW chargers which are designed for overnight charging or for extended use. The electricity used will be paid for using an app.
- All will be installed in car parks owned by the council. Free parking will be provided between 6pm and 8am when a vehicle is charging, to ensure accessibility to residents that need to charge overnight.
- EV charging points will be installed at the following locations:
 - North Street Car Park, Burnham Market
 - Valentine Road, Hunstanton
 - Chapel Street Car Park, Kings Lynn
 - Fairstead, Center Point Car Park, Kings Lynn
 - Gaywood Library Car Park, Kings Lynn
 - Lynnsport North Car Park, Kings Lynn,
 - Austin Street East Car Park, Kings Lynn

Solar Together

Officers have had meetings with IChoosr to discuss joining the Norfolk Solar Together campaign this year; the contract has now been signed off. Marketing materials for this scheme have been finalised and are to be sent out to residents imminently.

Additional

-Work has started on drawing together the data for the next BCKLWN Carbon Audit. This will be completed by early Autumn.

-BEIS have released the 2020 district CO2 emission data. An update report will be completed by early Autumn.

Community Safety & Neighbourhood Nuisance Team

Fly-tipping

As I reported last Month a major illegal tipping and burning operation has at last been closed down. EA. officers, accompanied by the Police issued a stop order on the site. Any further incidents will immediately result in a Court appearance. Further investigations are ongoing. **I am now able to report that a further stop report has been issued on another site under the same ownership.**

Refuse.

I am disappointed to report that negotiations are still continuing between the 3 districts and Serco re the additional services to be provided under the contract.

2 Meetings Attended and Meetings Scheduled
Cabinet Portfolio briefing: -Climate Change, Recycling and Refuse collection and Licensing. Flood and Coastal erosion matters. Cabinet Briefings Budget briefings CPP E&C LGA Coastal Special Interest Group (SIG) Friends of the Earth, Klimate Concern QEH Board of Governors Kings Lynn Conservancy Board. Most of the above meetings held on line, although there is a gradual return to face to face meetings were it is felt necessary.

CABINET MEMBERS REPORT TO COUNCIL

1st September 2022

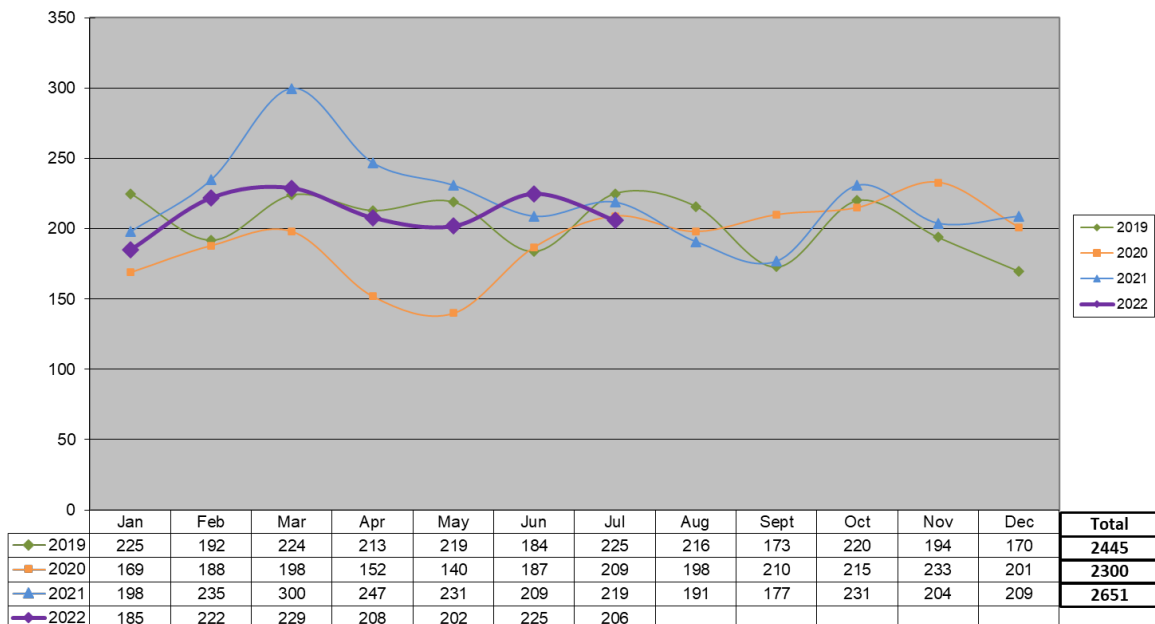
COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT & REGENERATION

For the period from 2nd July 2022 – 15th August 2022

1 Progress on Portfolio Matters.

Planning and Discharge of Conditions applications received

Planning and discharge of condition applications received



Applications for each month of this year have been consistent so far, although slightly lower than last year for the same period. Despite this, officers are still dealing with high caseloads, with a large number of applications still in the system.

Progress with recruitment

I am pleased to report that officers are making good progress with recruiting to the additional posts approved by Cabinet in June. Interviews are underway for the support staff within the validation team, adverts are out for a range of planners, Principals, Seniors, and Graduates, closing date 31 August. We know it's currently a difficult market to recruit to, and we have used recruitment consultants to aid in this process. Hopefully we will get a good selection of candidates. A wide range of job descriptions have been written for the remainder of the posts detailed in the approved structure and many are going through the job evaluation process. Adverts for these posts will go out in August and September. I will continue to update on progress in future reports.

Major and Minor dwelling applications received comparison

Householder applications have dropped slightly compared to the same period last year, but still higher than the same period in 2019/20.

	1/8/19 – 31/7/20	1/8/20 – 31/7/21	1/8/21 – 31/7/22
No. of Major dwelling applications rec'd	22	27	18
No. of Minor dwelling applications rec'd	358	339	298
No. of Householder applications rec'd	667	900	783

*Minor dwelling applications = up to 10 units

Major dwelling applications = over 10 units

2021/22 performance for determining planning applications 1/8/21 – 31/7/22

	National target	Performance
Major	60%	91.9%
Non – Major	70%	88.8%

Appeal Performance – decisions made by The Planning Inspectorate 1/8/21 – 31/7/22

	Dismissed	Allowed
Planning appeals	23	7
	77%	23%
Enforcement appeals	4	1
	80%	20%

The higher the number of appeals allowed, the more the Planning Inspectorate is going against the council's decisions, so a low figure of appeals allowed (upheld) is clearly preferable. For context the national average for planning appeals allowed annually has previously been around 34%.

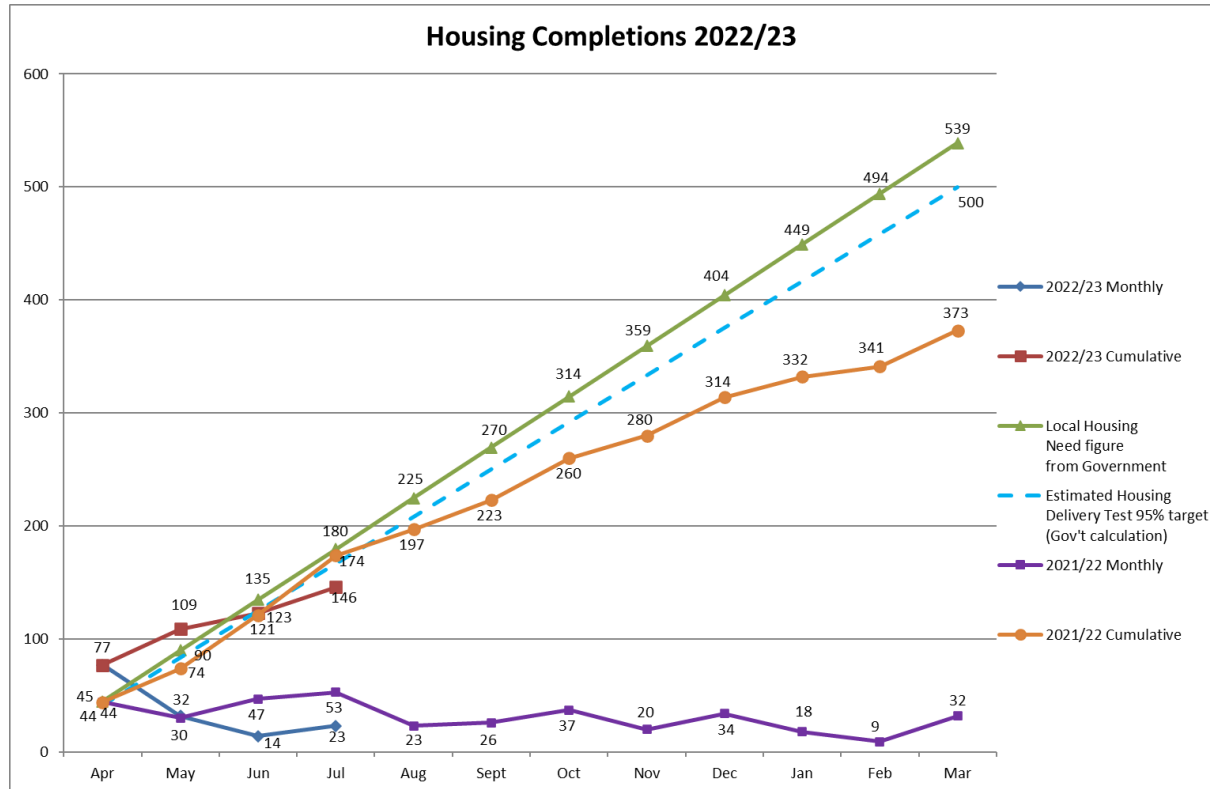
Revenue income 2022/23

Income has significantly exceeded projected for the early part of the financial year 2022/23.

Projected	Actual	Variance with projected
April 22 – July 22	April 22 – July 22	
£390,000	£804,269	+£414,269

Housing Completions

Housing completions are lower than the previous year and below projected, 23 completions in July 2022. Hopefully the good weather we are experiencing will result in more completions as the year progresses.



Parish Council update sessions

The Planning Service will be holding Parish Council update sessions again in October. Parishes have received an email inviting them to attend one of the sessions, limited to 3 members per Parish Council. The first session will be on Wednesday 12th October and the second on Tuesday 18th October, both commencing at 6.00pm in the Assembly Room, King's Lynn Town Hall.

The topics are likely to be the Local Plan, Neighbourhood Plans, Planning Control update and a practical exercise on what is a material consideration when considering and making comments on planning applications.

Local Plan

The examination of the Local Plan is on-going. Our responses to the Inspectors' Questions have now been published on the website. The hearing sessions are still anticipated to take place November/December. The Programme Officer has written to interested parties who made representations at the Regulation 19 stage to ask if they want to appear at the hearing sessions. All the written representations received are being considered by the Inspector so attendance at the hearings isn't necessary.

Neighbourhood Plans

We anticipate submission and Regulation 16 consultation on the Old Hunstanton and Stoke Ferry Neighbourhood Plans within the next few weeks.

The Walpole Neighbourhood Area was designated on the 29 July 2022 and the Parish are already working on preparing a neighbourhood plan.

Officers are working with Walpole Cross Keys and Burnham Market Parish Councils towards preparing their draft neighbourhood plans for consultation.

Officers are working with South Wootton Parish Council regarding a review of their neighbourhood plan.

Community Infrastructure Levy Awards

We received 57 CIL Funding applications between 01/07/2022 & 01/08/2022 totaling £1,027,834.31.

The Spending Panel allocated 49% of the available CIL Funding of £783,134.25 to 41 Community Projects, this included a fund transfer from the Strategic Project Criteria. 16 applications were unsuccessful in this round, due to lack of available funds and low scoring.

Major Projects

- Nora 4 (Nar Valley Park)
 - In Progress
- Parkway
 - Discharging pre-commencement conditions. Expected SoS November 2022, delayed due to discharge of conditions delays.
- Salters Road
 - Contract negotiations with Freebridge still ongoing, delayed due to legal due diligence issues. Main works ready to commence.
- Lynnsport1
 - Planning consent obtained May 2022. SoS expected January 2023.
- Hunstanton Southend Road
 - Works commenced on site May 2022. Completion due November 2023. Works on foundations commenced.
- Hunstanton Bus Station
 - Review ongoing
- Waveney Road
 - Pre-app submitted April 2022 – decision due July 2023 – still awaiting decision
- NORA 5
 - In Progress
- Heacham Toilets
 - Completed prior to Jubilee weekend

Regeneration

Southgate, King's Lynn Update

Following endorsement by the Cabinet here, Norfolk County Council colleagues working with officer's form BCKLWN and consultants WSP, and BDP prepared and submitted a bid the Levelling Up Fund round 2 in the first week in August. I extend my thanks to those involved who worked in a very focussed way to submit the bid in a very tight timescale. In terms of the original plan of work on the Masterplan - we now plan to extend the timeframe of our work with BDP until November. Firstly, they have needed to commit time to support the LUF bid, and secondly there is a case that the masterplan will achieve more if it effectively becomes a development brief – this will help provide guidance on matters including the type of development, guidance on uses, constraints and parameters. The extended timescale will include a period of 4 weeks public engagement in October when there will be a virtual public presentation and Q&A as well as a physical exhibition – details to follow. A final masterplan/ development brief will be completed by mid-November.

Towns Fund Update

News from the Towns Fund officials was received in the first week in August that the project adjustments requests had been approved. At the end of July, the Guildhall and Creative Hub Business Case was submitted with associated documents. We are expecting the outcome from the national Lottery Heritage bid around the 15 September. The 3 remaining business cases for the Multi-user Community Hub, Active and Clean Connectivity, and Riverfront are all progressing and will be submitted between now and October.

A detailed update on progress is shown on the table below:

Project Updates

BUSINESS CASE	BUSINESS CASE SUBMISSION DATE (including full independent assurance and approval)	PROGRESS UPDATE
PROJECT 1 Youth & Retraining Pledge	14/01/22	<ul style="list-style-type: none"> • The project is now in full delivery phase (Year 1). • All staff recruited and in post. • Provider Procurement Framework has been completed and providers contracted. • 8 Schools/ FE College engaged. • 16 Businesses are engaged in the project.
PROJECT 2 Public Realm	14/01/22	<ul style="list-style-type: none"> • Procurement underway • Arts Council application for art trail submitted • Finger post installation complete • Rail Station Street Furniture installation TBC • Revised design & build procurement approach underway for Pop up kiosks
PROJECT 3 Multi User Community Hub	30/09/22	<ul style="list-style-type: none"> • Exclusivity agreement completed for preferred site acquisition process near completion • Detailed initial feasibility completed inc updated costs • Consultation complete • Project Board established • RIBA Stage 1 design completed • Extension to business case submission date agreed • Project adjustment approved by DLUHC
PROJECT 4 Town Centre Repurposing	Project removed from Town Deal	<ul style="list-style-type: none"> • Site visits, building options, valuations and assessment of potential uses ongoing • TDB approved project cancellation and reallocation of funds approved by DLUHC
PROJECT 5 Riverfront Regeneration	31/10/22	<ul style="list-style-type: none"> • Discussions and due diligence continue with interested parties for Sommerfeld & Thomas site • Potential designs and costing work well underway • Initial early engagement with various statutory bodies has taken place • Comms plan being developed, initial public engagement plan in place • Business case preparation continuing at pace • Project adjustment approved by DLUHC
PROJECT 6 Active & Clean Connectivity	30/09/22	<ul style="list-style-type: none"> • Active Travel Hub; RIBA stage 3 NORA site complete, Emerging RIBA stage 1 – Baker Lane site. Scope revised agreed with Project Board • Package of schemes from LCWIP reviewed including Sandline Bridge. NCC liaison on deliverability and recent cost increases – TDB 15/07/22 considered revised LCWIP package. • Gyrotory scheme removed from TF programme but subject LUF bid by NCC. • Comms Delivery Plan prepared. Engagement held July 20 • Travel Plan engagement June 2022 – further work required • Project adjustment approved by DLUHC
PROJECT 7 St George's Guildhall and Creative Hub	15/07/22	<ul style="list-style-type: none"> • NLHF stage 1 application decision expected Sept 22. • Communications Plan updated for next phase • Accountable Body approval of Business Case • Final Business case signed off by TDB 15/07/22. • Appointment of Senior Project Manager complete. Start 12 Sept 22. • Progression of Meanwhile uses of centre. • Arts Council CDF round 3 EOI to be submitted. • Project adjustment approved by DLUHC. • CIO being established.

Meetings Attended (including Teams Zoom and YouTube)

Portfolio Meetings, Development and Regeneration
Planning Committee
Planning Committee Sifting
Regeneration and Development Panel
Corporate Performance Panel
CIL Spending Panel
Cabinet
Cabinet Siting
Cabinet Briefings
Full Council
Various Meetings with Officers
Local Plan Task Group
Town Fund Project Board
Riverfront Project workshop
Norfolk Strategic Planning Forum
CNC Board meeting
QEH Briefing
Joint Panel Meeting
West Norfolk Transport and Infrastructure Steering Group
West Norfolk Property Board
South Gates Project Stakeholders meeting
West Winch Project Stakeholders Group

CABINET MEMBERS REPORT TO COUNCIL

1 September 2022

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR PROPERTY

For the period July to September 2022

Progress on Portfolio Matters.

In my last Council Report I mentioned that we had commenced marketing a residential development site at Burnham Market and I am pleased to report that we received several expressions of interest in both the development land, and the adjacent residential property that we acquired to help create access into the development site*. We have assessed the informal tender returns and have provisionally accepted offers (subject to contract) on both the land and the house, with the total capital receipt being significantly above that which I reported previously. The respective sets of lawyers are currently working on the sale contracts and I am hoping that we will complete soon.

With regard to the commercial property portfolio, this continues to perform well. The industrial premises are pretty much all leased out, or under offer, and we also have two expressions of interest in the recently vacated retail unit in King's Lynn town centre. Interest in the speculative units at the Nar Ouse Regeneration Area is still strong, as mentioned previously, so we will be looking to advertise the opportunity for contractors to tender for the construction of phase 2 in the not too distant future. Phase 2 will be for between two and four light industrial/research and development (R&D) style premises, however delivering this phase of development will depend upon the level of tender submissions and the financial viability for the council. Note that Phase 2 has attracted a funding package from the New Anglia Local Enterprise Partnership and this will be factored into the viability appraisal that will be run once tender returns are received.

The property team has commenced discussions with a number of our commercial tenants that have rent arrears mostly arising from the coronavirus pandemic. The Commercial Rent Arrears (Coronavirus) Act 2022 has set out some rules, and arbitration procedures, that will hopefully help to smooth the process. Discussions so far have been constructive. As mentioned within my previous Council Reports, I am keen that we work with our commercial tenants and I am prepared to offer manageable payment plans, however we must not forget that we are dealing with public finances and that we have a statutory duty to seek the best outcome for the council and the borough tax payers generally.

The various projects that the Property & Projects department is dealing with are progressing well. We will be commencing demolition of the 1950'/1960's parts of the Sommerfeld & Thomas warehouse on the southern quay area soon, we have

received tender submissions for the roof replacement on the Princess Theatre in Hunstanton and these works should commence in September/October this year.

The Property & Projects team over the past few years has struggled with staffing issues with several important posts being vacant for a considerable period of time. However, the team is being rebuilt and a combination of successfully filling the Senior Valuer post and the Property Services Manager post together with the advancement of two Higher Level Apprentices in the Estates Team means that the department is starting to get back to full strength. Further work is required with the building surveying, facilities management and repairs and maintenance side of the department and this work is underway. The Projects element of the department is currently fully committed to the delivery of the Nar Ouse Regeneration Area Enterprise Zone road infrastructure and Phase 1, and potentially Phase 2, of the speculative commercial premises development, together with providing Project Management support for the Town Deal Guildhall project and acting as Project Management lead on the Town Deal Riverfront Regeneration project. As Council colleagues can see - the team is quite busy!

Meetings Attended

Full Council
Cabinet
Cabinet Briefings
Cabinet Sifting
Portfolio Meetings

CABINET MEMBERS REPORT TO COUNCIL

1 September 2022

COUNCILLOR - SAM SANDELL .CABINET MEMBER FOR PEOPLE AND COMMUNITIES

For the period 4th July to 18th August 2022

Progress on Portfolio Matters and Forthcoming Activities and Developments.

Members Support Group

We held our first Member support group meeting. This was attended by Cllr Joyce, Cllr Squire, Myself and Alexa. The purpose of the group is to have a bit of a platform for issues affecting Cllrs and making Cllrs roles a little easier. We discussed intimidation in public life and putting something in the induction packs when new Cllr are elected. If you have any thing that you would like to raise, please email any of the above Cllrs who can bring the issues to the meetings. We are looking to meet every 8 weeks the next meeting is 22nd September.

Housing register

1345 live applications

4 Emergency

208 High

393 Medium

740 Low

202 new or change in circumstances received

Housing Options

137 applicants given housing advice, of these 83 progressed into homeless declarations and/or are ongoing investigations

No lets have been advised so far for July 2022. You'll be aware of the issues Freebridge are having with empty properties and void turnaround. We are in discussions with them regarding this. One of their actions is that they will no

longer advertise a property until they have an estimated available date for letting. This means there will be a reduction in Freebridge properties in the Homechoice advert for the next few weeks.

There is significant blockage on temporary accommodation due to this and an impact on spending on B&B.

People are presenting themselves to the council who have never wanted help before as they can't find anywhere to live. This is due to several factors, landlords selling due to EPC ratings having to be a C by 2025. House prices in West Norfolk are very high and people are selling, re evaluation of lives after Covid. This is having a huge impact on our services. The Housing Team are working very hard, and I would like to publicly thank them.

Careline Community Service department update

Careline

Careline serves West Norfolk, North Norfolk and surrounding counties. As of July 2022 we currently had 3750 clients. Client numbers have reduced slightly, which is monitored closely. The main reasons for cancellations remain; Death, followed by Going into Care.

The Careline service offers Personal alarms, falls pendants, Key Safes, Smoke and Carbon Monoxide alarms and Assistive Technology (Motion Sensor Lights/Pager Systems). Careline continues to explore new products for its clients.

www.careline-cs.org.uk

Going Home project

The I'm Going Home project was implemented as a pilot in October 2019 to support the discharge team at the Queen Elizabeth Hospital, King's Lynn. If a patient was deemed as being able to go home but needing reassurance and support, then the Buddy Button (this is a GPS tracking and falls detector) was allocated to them free of charge for 6 weeks. After the 6 weeks the client was contacted by a member of the Careline team to see if they would like to take on the Buddy Button and pay for it or to have any other alarm provision from Careline. If they did not want to carry on with the product then it was collected, cleaned and cleared and returned to the QEH for re-issue.

To date there have been 69 clients discharged from hospital with the support and reassurance of a Buddy Button. This could contribute to reducing the need for a hospital bed for longer than necessary.

Lily

Lily continues to provide support to the residents of West Norfolk to tackle social isolation and loneliness. The new NCC commissioner has been appointed to the Social Isolation and Loneliness contract based from County Hall. The current model continues to work well with targets constantly met. Referrals are coming in as expected and charity partners are working well as ever.

The team are starting work on a refresh of the Lily website Project Managed

by the Careline Community Service Manager, plans and quotations are currently being executed.

In October 2021 central government announced that it would be allocating a 6-month fund to support individuals in Hardship to Borough and District Councils to administer. The criteria was generally wide (but restricted to not being spent on Debt Advice or Mortgage payments), it was for individuals experiencing fuel or food poverty due to the removal of the Universal Credit uplift which was implemented through Covid-19. The fund was to be spent by 31st March 2022, although it did not commence until the end of November 2021. There was huge pressure to get these funds out to those in need. West Norfolk was allocated £225,000. A temporary member of staff was employed to assist with the delivery of this. The fund was not promoted by local authorities to reduce the likelihood of saturation of demand. Clients approached us via phone call or online application form. Each client was personally dealt with and triaged, exploring their hardship situation and supporting in the most effective way that was deemed possible. This fund has now completed.

Lily was successful with their bid for the Orsted Community Benefit Fund. This project has now concluded and delivered a Food for Thought 12-week healthy eating initiative at the Discovery Centre, North Lynn in partnership with Freebridge Community Housing and the College of West Anglia. The aim is to encourage local residents of all ages to partake in coffee, chat and to find out more about healthy eating. The sessions include nutrition, shopping on a budget, cooking for one, special diets, food for families and more. This ties in to a piece of work currently being undertaken with the CCG and other partners looking at inactivity in the North Lynn area and also with the issues we have seen from HSF and throughout COVID with people living in hardship in the North Lynn area. Lily has applied for further funding from the Health and Wellbeing Board to extend and expand this initiative.

Alive West Norfolk

Theatre

The new brochure for Sept-Dec has been posted to 20K customers. Initial sales are good with some shows already selling out. Highlights include Snooker greats, Tony Blackburn sound of the 60's ,Dave Gorman, Russell Kane, Marti Pellow and children's show Room on the Broom.

2022/23 Ticket sales are currently lower than budgeted. This is down to 4 shows being cancelled or moved into next year from June. 2 shows on National tour in 2023 have already been pulled along with a musical (Blood Brothers) pencilled for November 2023, leaving me with a week to programme before the pantomime in 2023. We belong to a group of 70+ theatres and COVID and cost of living are being seen nationally as the reason for lower than anticipated ticket sales.

The Pantomime, Snow White is on track with sales and is being launched with the press on Monday 5th September. KL favourite Dame *Ian Marr* & comic *Scott Cripps* make a welcome return. We have decided to move away from a pantomime *star* for the second year. The *Star* name is extremely expensive and don't bring about extra bums on seats.

Secondary spend, Food & Beverages are on track with budget.

Cinema

It been a great couple of months for Cinema with Top Gun & Elvis doing great business for us.

The Cinema LIVE events continue to sell out. We have put on an extra 3 screenings of the National Theatre performance *Prima Facia* starring Jodie Comer. It looks like we may have to add a 4th!

All other NT Live performances have sold out as well as Andre Rieu in September. We have Royal Opera House and MET opera performances booked for 2023& 2024.

Leisure

Children's Summer Holiday activities

Free Activity and Meal for target groups

Holiday Activity Numbers (25.07.2022 to 05.08.2022):

Site	Number Attended
Lynnsport	580
Downham	368
Oasis	44

Summer Of Play Information (25.07.2022 to 05.08.2022) – juniors only: £1 and 50p activities (Concession card holders)

Activity	Site	Attendance
KASET	Lynnsport	222
Tumble Teds	Lynnsport	332
Rollerskating	Oasis	159
Alive Adventures	Oasis	501
Swimming	St James	1,382
	Downham	577
	Oasis	1,883
	Total Swimming	3,842
OVERALL TOTAL		8,898

Development

Alive West Norfolk have recently been awarded £50,000 from the Kings Lynn and West Norfolk Health and Wellbeing Partnership which will allow a number of current initiatives to continue to be provided and the introduction of a wide range of new activities across the Borough. These include:

Childhood and women's Obesity Programmes – A range of weight reduction programmes

All to Play For – Football sessions for men to help improve mental health – in partnership with Man v Fat

Community Fitness Classes – Urban and rural locations

Social Soccer – family football session for 5-85yrs

Park Lives – pop up activities across the Borough

Play Street – Doorstep activities in North Lynn, Fairstead and South Lynn

Jolly Joggers -Walk, jog, run sessions for beginners in North Lynn, Fairstead and South Lynn

Buggy Walks – Across the Borough

Parent and Toddler Activity Groups – South Lynn, Downham

More information to come as these activities are still being developed,

3 Meetings Attended and Meetings Scheduled

4th July Housing Challenges and Plan meeting

7th July Kings Lynn West Norfolk Health and Wellbeing board

7th July Cabinet Briefing

11TH July Cabinet Sifting

14th July Full Council

18TH July Officer Meeting

19th July Active Clean Connectivity Meeting

19TH July Cabinet Briefing

20th July Towns Fund ACC meeting

21st July Lynn News Education awards Knights Hill

26th July Cabinet Briefing

27TH July QEH Briefing

27th July Town Deal ACC meeting

2nd August Cabinet

8th August I choose solar together

9th August Cabinet Briefing

10th August Strategic Housing Meeting

10th August Cabinet

11TH August Member support group

Meetings in diary

Cabinet briefings, Cabinet sifting and Full council.

CABINET MEMBERS REPORT TO COUNCIL

1 September 2022

COUNCILLOR GRAHAM MIDDLETON - DEPUTY LEADER & CABINET MEMBER FOR BUSINESS, CULTURE AND HERITAGE.

For the period July to September 2022

Progress on Portfolio Matters.

Guildhall project

The business case for the guildhall and creative hub project has now been submitted to government as part of the towns fund programme. Following extensive consultation with stakeholders including Councillors through R&D and a task group specifically set up for this.

We await the decision on this.

Guildhall CIO

Through consultation with the guildhall working group and myself we are now in a good place to move forward with the setting up of the guildhall CIO. In the future the CIO will run the complex. The aim for this is to create a board of individuals with the necessary skills to manage the site following successful funding is put in place to transform it. At this stage 3 people are required to act as founding trustees. Through the consultation it was believed these individuals should possess skills in the theatre, performing arts and or museum type culture. The task group put forward names and following this we have approached and had agreement from Nick Dodds (FEI consultant) Peter Wilson (Norwich Theatre Royal) and DR Anderson (former CEO British museum)

I'm sure you'll agree with me and the task group that these 3 people will bring a wealth of knowledge to the future development and activity required by the CIO.

Meetings Attended and Meetings Scheduled

Public meetings attended

Various meetings with officers and stakeholders

CABINET MEMBERS REPORT TO COUNCIL

1 September 2022

COUNCILLOR STUART DARK MBE, CHAIR OF CABINET AND LEADER OF COUNCIL

For the period 15th July to September 2022

1 Progress on Portfolio Matters.

Councillor John Collop - I believe it appropriate to commence this, my first Council Leader's report to Full Council since the sad passing of sitting Councillor John Collop, with a few brief words in tribute for the public record in years to come. John was a long-serving, effective representative for his community and was respected by Councillors of all parties and Officers alike here. He was also a principled, friendly and gentle man to us all. He will be sorely missed and my thoughts are with Sandra, his family and his many friends at this awful time.

QEH visit – In July I met Stephen Barclay MP The Secretary of State for Health and Social Care, when he visited the QEH. Here, with the QEH's Senior Leadership Team and MP I jointly lobbied him for both acceptance of their bid for a much-needed new hospital and as early a decision as possible. This action followed my previous meetings over the last few months with other Ministers who have visited the site and formal letters sent to others. We as a council continue to work alongside the QEH SLT to magnify and support their bid and I am pleased their preferred building plan if the funding is forthcoming is now being shared widely with the public. I'd like to say a 'thank you' here to Councillors from across this chamber and residents who have signed petitions, written letters etc to keep this matter, important to all of us, in the public eye whilst such lobbying also takes place.

'Levelling Up Fund' submission – I am pleased to report the Borough's submission for £20M of HMG government funding to help enable plans to build a new leisure centre for Hunstanton off the back of widespread community support went in prior to August's deadline for receipt as did the County Council's submission for c.£40m to support highways infrastructure in West Norfolk.

'Shared Prosperity Fund' – I am pleased to report that I chaired a 'Special Cabinet' meeting to enable our submission for £1.8M of HMG funding over the next 3 years, starting this one, to go ahead. In headline terms this focusses on 4 areas; Leading as a centre of excellence for the visitor economy, embedding approaches that are Active, Clean and Green, strengthening local

enterprise and innovation systems and supporting people to access opportunities.

Help for Brancaster and other areas affected by 'wild fires' – I like many others was saddened to see the destruction caused by the recent 'wild fires' in Brancaster, Heacham and elsewhere and repeat my thanks to our blue light services and members of the public from at the time who came forward to mitigate the extent of the damage caused and threats to life. I believe we as a council can be proud of how officers went out to support people evacuated from their homes at the time and how we have engaged Brancaster Parish Council re the clean up and recovery afterwards.

Cabinet re MRF waste disposal contract – During this period I chaired Cabinet, when it decided to extend the MRF waste disposal contract for 3 years, giving stability to this essential service for our residents.

Downham Market – I was very pleased that this month saw the official opening of the popular **Howdale play area redevelopment**. This work a collaboration between a local residents group and the Council saw c£100k of much needed improvements introduced within a year from initial contact, via £50K from this council's funds and £50K of CIL funding. CIL funding for community projects such as this is one of the many benefits of the Borough achieving its housing delivery targets (set by central government) and I believe Councillor Blunt will be updating on the latest round of grants awarded to many other schemes in his report to council. This month I was also very pleased to see that the council had been able to grant £15K to the **Swan Youth Project** to help the great work they are doing with young people.

2 Forthcoming Activities and Developments.

Marking Ukrainian Day of Independence - The 24th August is the Ukrainian Independence Day. Currently the refugee support service established and funded by the Borough Council, charities; the Hanseatic Union and Access and partner agencies is supporting c. 150 refugees in West Norfolk. We will be hosting a screening of two summer blockbuster movies dubbed into Ukrainian in the Corn Exchange on this day followed by a community vigil for peace in the evening outside of the Custom House – all councillors are welcome to attend.

3 Meetings Attended and Meetings Scheduled

In addition to my usual meetings with officers, cabinet colleagues, leaders of opposition groups, monitoring officer etc and those detailed above I have;

Chaired Members Major Projects Board