

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



COUNCIL MEETING

Agenda

Thursday, 26th January, 2023
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
Telephone: 01553 616200
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18 January 2023

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, 26th January, 2023** 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 1 December 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. PETITIONS AND PUBLIC QUESTIONS

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

8. REVIEW OF PROPORTIONALITY (Pages 7 - 8)

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: 17 January 2023

Minute extracts will follow

CAB104: West Winch Growth Area Masterplan

CAB105: Council Tax Support Scheme 2023/24 (Including Nom 11/22)

CAB107: Parkway Development Update

10. NOTICES OF MOTION

i) To consider the following Notice of Motion (1/23), submitted by Councillor T Parish:

This Council recognises that a very significant commercial campaign to create a barrier across The Wash, for diverse purposes, has been launched and clearly states that the Council's view on the matter is neutral until sufficient information is available, from all appropriate sources, and that this has been considered fully and impartially.

Further, this Council will act as a receptacle and conduit for local comments and opinion about the proposal and provide help and support to local organisations to enable them to make their case for support or rebuttal. The Council will do this via a Task Group set up well prior to the May elections with the brief to determine the framework for such actions and support so that a new administration can easily pick up and continue the work.

ii) To consider the following Notice of Motion (2/23), submitted by Councillor T Parish:

'This Council receives a full briefing on the County 'devolution' Deal currently being considered by NCC and, in particular, the impact and ramifications it is likely to have on this Borough Council and its' inhabitants. The briefing to be shared with officers and employees of the authority.'

iii) To consider the following Notice of Motion (3/23), submitted by Councillor A Kemp:

The Borough Council and the Government's Devolution Deal

In 2016, this Council voted against the Government's Devolution Deal for an Elected Mayor for Norfolk and Suffolk, and an extra tier of Local Government.

Now Govt has offered a new Devolution Deal with an Elected Mayor for Norfolk, but none of the £600 million funding offered over 30 years for infrastructure or the new powers, would come to this Council or the Districts, but would all go to the County Council.

The Elected Mayor would become the County Council Leader and would have extensive Housing powers, Rights of Compulsory Purchase and Land Assembly for development, and could set up a "Mayoral Development Area" in any part of Norfolk, and a "Mayoral Development Corporation".

But Housing is the function of the Local Planning Authority.

The Devolution Deal would take away powers and funding from the District Council and centralise too much power in the hands of the County Council.

This Council will write to the Secretary of State for Communities and Levelling Up to make its views clear that it does not agree with the Deal.

11. CABINET MEMBERS REPORTS (Pages 9 - 28)

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 H Humphrey

Environment - Councillor P Kunes

Development - Councillor R Blunt

Finance – Councillor A Dickinson – 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 – to follow

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 : 26 January 2023

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.

Following the election of Councillor Alexandra Ware to the Gaywood Clock Ward vacancy following the death of Councillor John Collop an increase to the Labour Group by 1 seat giving them 14 seats.

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

That the Conservative Group lose 1 seat from the Licensing and Appeals Board to the Labour Group

The Group of Independents lose 1 seat from the Licensing Committee to the Labour 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 election of Councillor Alexandra Ware as a Labour Councillor to the Gaywood Clock Vacancy following the death of Councillor John Collop.

This means that the group numbers are currently 29 Conservative, 14 Independent, 9 Labour. 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 changes as follows:

- 1) That the Conservative Group lose 1 seat from the Licensing and Appeals Board to the Labour Group
- 2) The Group of Independents lose 1 seat from the Licensing Committee to the Labour Group

CABINET MEMBERS REPORT TO COUNCIL**26 January 2023****COUNCILLOR HARRY HUMPHREY- CABINET MEMBER FOR CORPORATE SERVICES**

For the period 1 December 2022 to January 2023

1 Progress on Portfolio Matters.

In my last report, I outlined the effectiveness and working of the CIC. At the CPP Meeting on 4th January, there was, I thought, an impressive and informative presentation on the performance of the Centre by the CIC Manager. I asked for a summary which is below.

The Council Information Centre (CIC) consists of 24 members of staff who deal with telephone, face-to-face and digital enquires relating to 14 different borough council services.

The CIC has responded to over 75,000 telephone calls (69.4% within 90 seconds), over 5,000 web chats (86% preventing the need to call the CIC) and over 9,000 enquiries at Main Reception.

This year has been particularly busy for the CIC with the introduction of the £150 energy rebate scheme, a 54% increase in Council Tax enquiries and enquiries from residents struggling with the cost of living. In addition to responding to customer enquiries, the CIC has also supported colleagues in the Revenues and Lily teams to process energy rebate and DWP Household Support Fund applications.

The CIC works very closely with Communications and the Corporate Web team to ensure the information provided on the website is correct, assists with social media enquiries, builds online forms and keeps up to date on what's happening in the borough. The digital services provided enable residents to access borough council services 24/7 which helps to free time for the CIC to help residents who do not have online access or have more complex enquiries.

At the CPP meeting, there was also an impressive and informative presentation from the Web Team Manager. Again, I asked for a summary, and the main points are below.

- The Web Team manages a digital estate of 16 websites and supports services such as our citizen account platform (OneVu), Live Chat, online forms and a whole range of other systems, often developed in-

house to meet our own specific requirements.

- The demand for digital services is greater than ever. We had over 2 million visits to west-norfolk.gov.uk website for the 2021/22 period, an increase of over 13% on the previous year and a 108% increase on 2018/19 levels.
- Our digital services play an important role in delivering services, communicating with our residents and helping meet our corporate priorities. Our website allows us to serve our customers 24/7, 365 days a year in a cost-effective manner. A very recent example of this is the bin day collection webpage receiving over 50,000 page views for the period when the Council offices were closed over the Christmas.
- The Web Team consists of four members of staff but currently has two vacancies for developers due to staff moving onto new roles outside the organisation. One of those posts has been vacant since May 2022 and this has put the team under considerable pressure.
- Despite these pressures on the team, two new websites (Sail the Wash and Visit West Norfolk) have been delivered to promote West Norfolk as a tourist destination and three new websites (Alive West Norfolk, Care and Repair and King's Lynn Innovation Centre) will be launching soon. Also, a project to redesign the Council's intranet will be starting shortly to support our Internal Communications Review.
- It is hoped to fill the two vacant developer positions early in the new year and plans are being made to ensure the Council's digital services remain in a strong position even with the challenges faced.

There was also a very good presentation from the Communications Team (which falls outside my Portfolio).

I think it could be helpful for all members to view the YouTube recording of that CPP meeting to see these informative presentations.

2 Forthcoming Activities and Developments.

Further meetings with officers and visits to gain further insights into the portfolio, but the current focus will be budget considerations

3 Meetings Attended and Meetings Scheduled

Council
Portfolio review of reserves
Cabinet briefings
Cabinet Sifting

Portfolio briefings

CPP (YouTube)

Other meetings are expected to cover areas of the portfolio and budget considerations.

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR - PAUL KUNES - CABINET MEMBER FOR THE ENVIRONMENT.

For the period 1 December 2022 to 26th January 2023

1 Progress on Portfolio Matters.

Re:fit Work

Work on the re-fit program continues. Commercial solar power options are being considered and will be presented along with the Refit HLA work.

EV Charging

Five new electric car charging sites became operational just before Christmas; which are located at Gaywood Library, Lynnsport North car park, Chapel Street, Centre Point Fairstead in King's Lynn and also at Valentine Road, Hunstanton.

Two further sites are planned in the near future in King's Lynn and Burnham Market, which we hope will be operational by the second quarter of 2023.

In addition, once the contract has been finalised, the 4 Rapid Chargers at St James' car park, King's Lynn and Central car park, Hunstanton will be replaced with new units.

An additional EV charger point has been installed at South Beach car park, Heacham.

As well as the completed charging points, work is ongoing for a substation for the EV chargers planned for Austin Street East car park in King's Lynn. Once completed, the charging points will enable 52 cars to be charged.

2 Forthcoming Activities and Developments.

Following the provision of data, further meetings have taken place with the Energy Saving Trust, who are conducting a review of the Council's 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.

Solar Together

In terms of next steps, we have now completed the acceptance phase. All

registrants have been sent their personal recommendation with a deadline of 25th November to decide if they wished to accept their offer. I am pleased to report that nearly 270 have accepted the offer for PV panels and/or battery storage.

I am delighted to say that across the county, King's Lynn & West Norfolk recorded by far the largest number of registrations for the scheme.

Additional

Work is almost completed on the data analysis for the next BCKLWN Carbon Audit. This will be completed by early Spring 2023.

3 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.

CABINET MEMBERS REPORT TO COUNCIL

26th January 2023

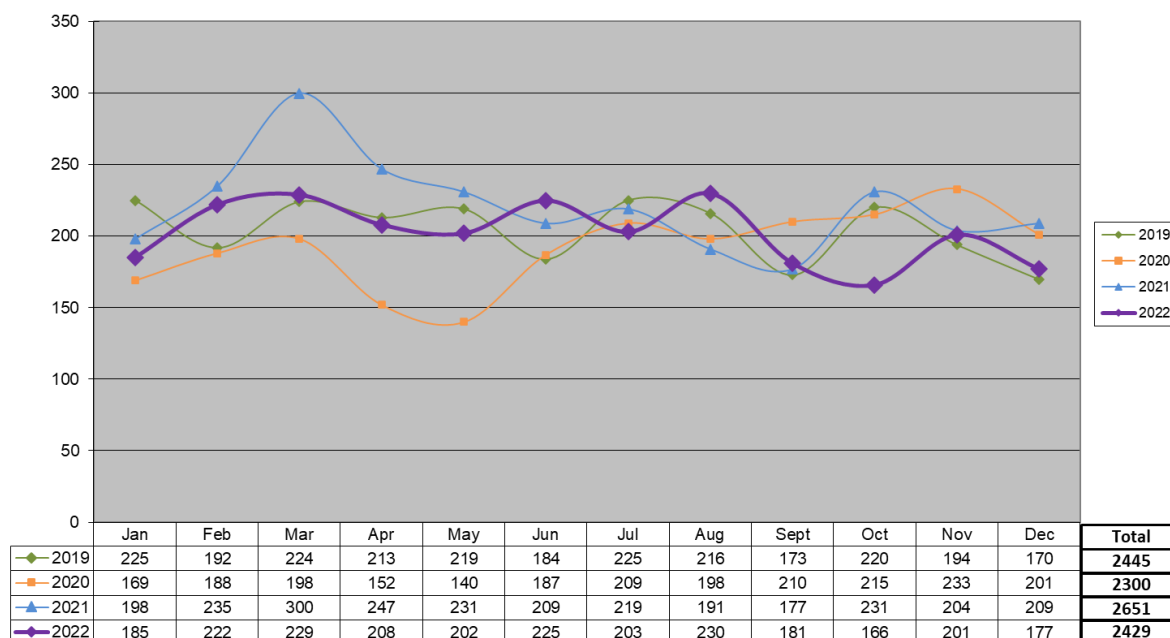
COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT & REGENERATION

For the period from 1st December 2022 – 14th January 2023

1 Progress on Portfolio Matters.

Planning and Discharge of Conditions applications received

Planning and discharge of condition applications received



Applications received for last two months of the calendar year (2022) are similar to pre-Covid application numbers (Nov / Dec 2019). The overall applications received in 2022 are also at the same level as 2019, pre-Covid. Officers are still dealing with high caseloads, with many applications still in the system awaiting determination and officers are taking a proactive approach to clearing the older applications currently awaiting determination. Currently applications are being validated within 48 hours from receipt.

Progress with recruitment

The new Enforcement Support Officer has been appointed and they will commence on 16th January 2023.

The new Ecologist Officer has been appointed and they will commence in the near future.

Major and Minor dwelling householder applications received comparison

Major, Minor and Householder applications all dropped compared to the same period last year, in particular householder applications.

	1/1/20 – 31/12/20	1/1/21 – 31/12/21	1/1/22 – 31/12/22
No. of Major dwelling applications rec'd	22	27	18
No. of Minor dwelling applications rec'd	322	328	298
No. of Householder applications rec'd	737	902	757

*Minor dwelling applications = up to 10 units

Major dwelling applications = over 10 units

2022 performance for determining planning applications 1/12/22 – 31/12/22

	National target	Performance
Major	60%	89.5%
Non – Major	70%	88.0%

Appeal Performance – decisions made by The Planning Inspectorate 1/1/22 – 31/12/22

	Dismissed	Allowed
Planning appeals	23	9
	72%	28%
Enforcement appeals	4	1
	80%	20%

The higher the number of appeals allowed, the more The Planning Inspectorate (PINS) 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 historically been around 34% post NPPF.

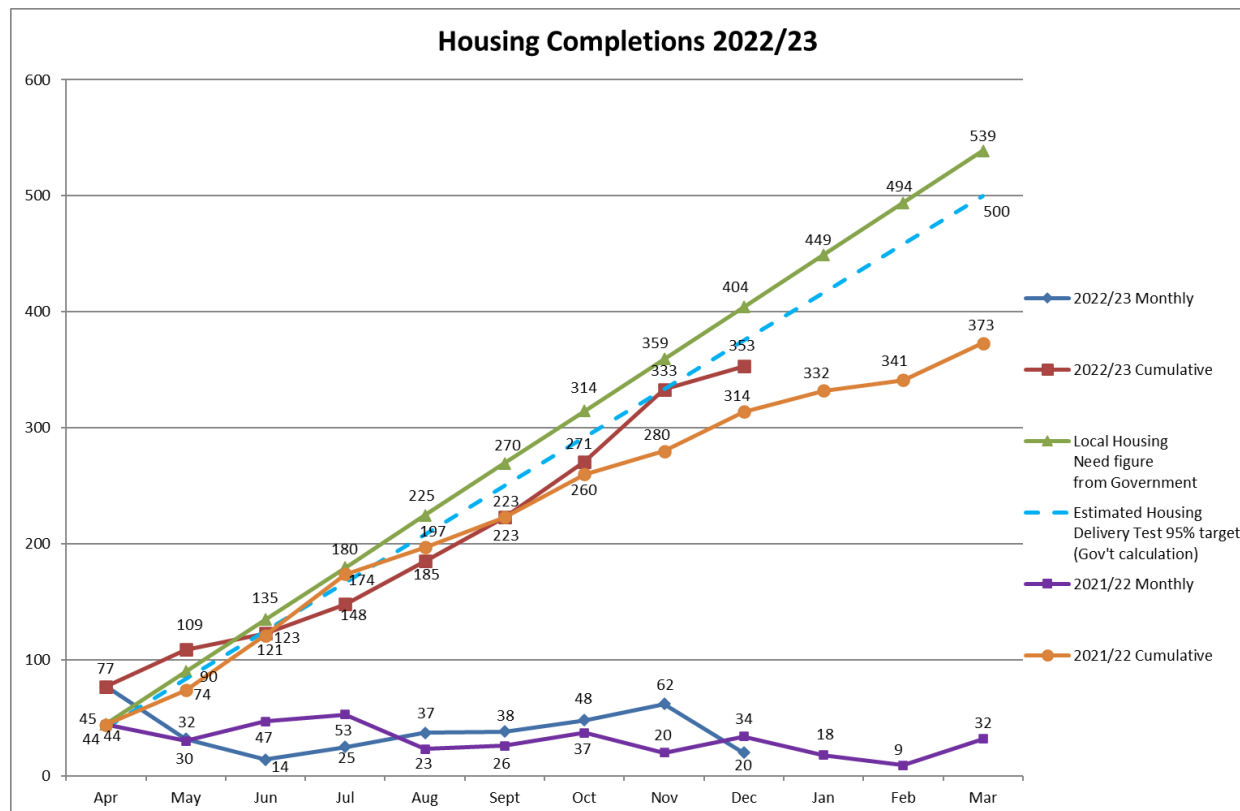
Revenue income 2022/23

Income continues to exceed projected for the financial year 2022/23.

Projected	Actual	Variance with projected
April 22 – Dec 22	April 22 – Dec 22	
£877,500	£1,427,432	+£549,932

Housing Completions

Housing completions are higher than the previous year but still below projected Local Housing Need Figure, 62 completions in November and 20 in December 2022.



Community Infrastructure Levy (CIL)

There is a rolling programme to allow CIL Funding applications twice a year and we are currently requesting applications, timetable below:

Start Date	Closing Date	Decisions Made	Funds Allocated
01 January	01 February	February/Early March	Mid/End March
01 July	01 August	August/Early September	Mid/End September

Our CIL infrastructure fund has been separated into two specific project types. This enables the funding to:

- meet wider borough infrastructure requirements
- support local community needs

South East King's Lynn Growth Area Framework Masterplan consultation

The consultation on the West Winch Growth Area SPD finished in September 2022 and the results of the consultation together with an updated SPD was considered by the LPTG on the 21st December 2022 and by the Regeneration and Development Panel on the 10th January 2023. The report will be considered by Cabinet on 17th January 2023 and Full Council 26th January 2023.

Local Plan

The Inspectors announced the adjournment of the Local Plan Examination Hearing on 11 January and have cancelled the remaining Hearing sessions planned for Thursday 12, Wednesday 25 and Thursday 26 January 2023. This is to allow us to undertake further work to justify the spatial strategy and distribution of housing in the Local Plan Review.

The Inspectors will write to the Council in the next few weeks setting out the way forward for the Examination following this adjournment and providing a timescale for the delivery of this work and the resumption of the Hearing. This letter will then be placed on the Examination website.

Neighbourhood Plans Update

- Burnham Market – submitted 22nd December 2022 (now at Regulation 15 legal check stage);
- Downham Market – Regulation 14 draft consulted upon autumn 2021 – submission of Plan awaited (coming weeks/ months)
- Gayton – Looking to submit Plan imminently (spring 2023)
- Great Massingham – Working towards publishing Neighbourhood Plan for Regulation 14 consultation (summer/ autumn 2023)
- Grimston, Congham, Roydon – Regulation 14 draft consulted upon August – October 2022 – submission of Plan awaited (coming weeks/ months)
- Marshland St James – Working towards publishing Neighbourhood Plan for Regulation 14 consultation (summer/ autumn 2023)
- North Wootton – Preliminary draft Plan received this week (w/c 9th January 2023) – HRA/ SEA screening to be sorted
- Old Hunstanton – Regulation 16 consultation finished November 2022 – appointment of Neighbourhood Plan Examiner currently being sorted
- Pentney – Looking to publish Neighbourhood Plan for Regulation 14 consultation (February/ March 2023?)
- Ringstead – Working towards publishing Neighbourhood Plan for Regulation 14 consultation (summer/ autumn 2023)
- South Wootton – Currently working to finalise Review/ updated Plan (February/ March 2023)
- Syderstone – Neighbourhood Area designated 23rd December 2022
- Walpole – Neighbourhood Area designated 29th July 2022
- Watlington – Draft (Regulation 14) Plan currently out for consultation (closing date 30th January 2023)

Regeneration

King's Lynn Town Deal Status Update

With all 6 project business cases completed and approved by government we are now entering the delivery phase (with all projects to be complete by March 2026 at the latest). The Town Deal Board is reviewing its governance arrangements having passed this milestone. Some improvements in reporting

are also being introduced to achieve consistency and avoid duplication.

As the delivery phase gets underway it is important to plan for the resources that need to be in place for the next steps. In the last week we have appointed a project specialist to support procurement activities for the Riverfront and Public Realm works. Their support will also be available to the Guildhall and Creative Hub project team. A key appointment process is underway to select a design team for the Guildhall, with an Invitation to Tender being published in the next few days. A Towns Fund update as at December 2022 is shown below.

South Quay, King's Lynn

In relation to the South Quay regeneration area of King's Lynn – Conservation work has continued into the new year on the historic Sommerfeld and Thomas warehouse building. The appearance of the site is changing as the removal of the 1960's portal frame building takes place at the rear of the site adjacent to the Hampton Court building. An interested party is developing proposals for the site up to the 'Devils Alley' right of way, following a marketing exercise undertaken last year.

BUSINESS CASE	BUSINESS CASE APPROVAL STATUS	PROGRESS UPDATE	KEY RISKS
PROJECT 1 Youth & Retraining Pledge	Approved – in delivery phase	<ul style="list-style-type: none"> Commissioning of activities has begun with providers on framework Initial recruitment of young people has commenced Continuing networking with organisations that work with young people that are NEET Additional Activity Coordinator to be recruited. 	<ul style="list-style-type: none"> Failure to recruit support organisations/volunteers Failure to recruit participants into the project Failure to recruit SME's
PROJECT 2 Public Realm	Approved – in delivery phase	<ul style="list-style-type: none"> Art work brief developed and project call to artists launched. Rail Station Street Furniture installation complete Revised design & build procurement approach underway for Pop up kiosks – planning application pending following engagement with Historic England. Purfleet Arch design progressing with suppliers to check cost & buildability. 	<ul style="list-style-type: none"> Price increases on proposed interventions Supplier/contractor supply issues Impact of procurement issues on programme and spend
PROJECT 3 Multi User Community Hub	Approved – first annual payment pending	<ul style="list-style-type: none"> Business Case Summary Document approved Nov 22. Site acquisition near completion Heads of Terms to be agreed for funding agreement with BCKLWN Procurement of D&B contractor underway Next phase of consultation to commence 	<ul style="list-style-type: none"> Uncertainties around inflation /unforeseen build challenges impacting build costs Delays to project: e.g property purchase, relocation of masts, planning permission Public Realm and MUCH design phases not aligning
PROJECT 4 Riverfront Regeneration	Approved – first annual payment pending	<ul style="list-style-type: none"> Discussions and due diligence continue with interested parties for Sommerfeld & Thomas site Business Case Summary Document approved Nov 22. Interim Project Manager appointed. Stakeholder engagement planned for early 2023 prior to next design stage. 	<ul style="list-style-type: none"> Securing investor/developer partner Planning permissions Timescales Revenue implications from agreed scheme
PROJECT 5 Active & Clean Connectivity	Approved – first annual payment pending	<ul style="list-style-type: none"> Active Travel Hub; Invuu commissioned to prepare RIBA stage 3 for Baker Lane site. Motability ways appointed Travel Plan engagement June/July/August 2022. Capacity for 2 further businesses to be recruited. Business Case Summary Document approved. Heads of Terms to be agreed for funding agreement with BCKLWN for LCWIP schemes Progressing scope of behaviour change programme 	<ul style="list-style-type: none"> Planning & permissions for schemes Member, stakeholder, and public support for Active Travel measures
PROJECT 6 St George's Guildhall and Creative Hub	Approved – in delivery phase	<ul style="list-style-type: none"> NLHF stage 1 application feedback received. Communications Plan updated for next phase DLUCH approval of Summary Document & first annual payment received. Progression of Meanwhile uses and activities of centre. CIO submission to Charity Commission. Founding directors appointed. Procurement of lead design team for RIBA stage 2 & 3 to commence Jan 2023. Discussions and development of relationship with Arts Council progressing. 	<ul style="list-style-type: none"> Continued engagement with site occupiers Securing further match funding Community & stakeholder engagement

Meetings Attended (including Teams Zoom and YouTube)

Portfolio Meetings, Development and Regeneration

Planning Committee

Planning Committee Sifting

Regeneration and Development Panel

Corporate Performance Panel

Cabinet Cabinet Sifting

Cabinet Briefings

Full Council

Various Meetings with Officers

Town Fund Project Board

Norfolk Strategic Planning Forum

South Gates Project meeting

West Winch Project Consultation

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR PROPERTY

For the period 1 December 2022 to January 2023

Progress on Portfolio Matters.

Land Sales :

We have managed to Exchange contracts on the lease surrender and the freehold sale of the former Argos building site to Norfolk County Council (NCC), this will help facilitate the new Multi User Community Hub project that is being delivered by NCC and part funded by Town Deal monies.

In addition to the above we have an expression of interest from a local community group that currently leases premises from the council, who may be keen to take on the freehold interest of their facility. I will be discussing this with Cabinet colleagues as this may be beneficial to both parties as the council will not be required to deal with future liabilities for the premises, and freehold ownership by the community group may well assist them with applications for grant funding opportunities that may arise in the future.

Commercial Property :

Obviously the Christmas period can be fairly slow with commercial property management with many of the light industrial/manufacturing businesses closing down for the holiday period. That said the overall portfolio is performing well, and as previously mentioned the team is progressing the rent arrears situation, and catching up with the outstanding rent reviews, lease renewals etc. Those business that have accrued arrears over the

past few years and that are on Payment Plans are, in the main, complying with the plans and making their payments. The team is working closely with the Finance Team and monitoring this regularly.

The team is currently looking at one of the terraces of light industrial units at North Lynn Industrial Estate as the roof is coming to the end of its economic life and may need replacing. The team has sought to extend the life of the roof with patch repairs however it may be that a better long-term solution will be to replace it, and costs are being sought.

Princess Theatre :

I am pleased to report that the re-roofing works to the Princess Theatre were completed in December – on time and within budget – and the important pantomime season was unaffected. There is some tidying up work yet to be done within the roof space owing to dust being created when the previous roof covering was stripped off, and the team is also looking at an historical issue with one of the main downpipes that seems to be causing water ingress into the ground floor toilets. Some electrical works are also being undertaken, some the responsibility of the tenant and some by the council as landlord. These issues have been budgeted for within the original cost estimate.

The operator of the theatre has stated that the new roof has made an immediate impact upon the ambient temperature within the building. The specification of the new roof obviously had to comply with current regulations and the roof now provides a significantly greater degree of thermal insulation. This will hopefully help to reduce the operator's fuel consumption in heating the building, and help with the council's approach to reducing carbon emissions.

Nar Ouse Regeneration Area :

The Tender Returns for the proposed Phase 2 of speculative development of commercial premises at the Nar Ouse Regeneration Area were received just prior to the Christmas close down. These are being reviewed, and some post Tender negotiations will be undertaken. It was anticipated that the tenders would come in quite high owing to the industry wide cost price inflation that has been experienced over the past couple of

years. Once the tender negotiations, and the viability assessments have been undertaken, I will present a report to Cabinet setting out the issues.

Riverfront Regeneration Area :

Hopefully if councillors have travelled down the south quay in King's Lynn they will have noticed some significant activity at the Sommerfeld & Thomas and former Grain Silo site. The appointed contractors are well underway with a mix of refurbishment works to the historic Sommerfeld & Thomas warehouse taking place on the roof, external fabric, and timber work, and demolition works on the large 1950's/1960's portal frame warehouse to the rear. I have been informed that the demolition works have been quite tricky as the contractor is having to unpick historical works, that have been undertaken by previous owners, that affect adjacent properties. However it is quite satisfying to see the site being opened up and revealing some important Listed Buildings such as Hampton Court.

Meetings Attended

Full Council
Cabinet
Cabinet Briefings
Portfolio Meeting
CPP (via You Tube)
R&D (via You Tube)

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR SAM SANDELL - CABINET MEMBER FOR PEOPLE AND COMMUNITIES

For the period 1 December 2022 to 16th January 2023

1 Progress on Portfolio Matters.

As this is the first Full Council back after the Christmas break, I hope you all had a good Christmas and a Happy New Year to you all.

2 Forthcoming Activities and Developments.

Housing register

1228 live applications

1 Emergency

165 High

427 Medium

635 Low

Numbers have reduced following a review of the register of those who have not logged into their account for 6 months or more

93 new or change in circumstances received

The register forms were unavailable over the Christmas period as usual hence the reduction in numbers for December

Housing Options

77 applicants given housing advice, of these 42 progressed into homeless declarations and/or are ongoing investigations

Lets advised - 41

Food Bank Update

Both October and November 2022 were busy in comparison to pre-pandemic levels - and increase of 28%. (the comparison is pre-pandemic levels because the foodbank figures have been very variable for a variety of reasons, and this makes general comparisons difficult.)

As expected December was the busiest one to date. During the previous four Decembers (2018-2021) we fed an average of 470 people. However, in December 2022 they provided food for 874 people which represents an 86% increase on those years and a 91% increase on 2021 alone.

Whilst anticipated that they would see an increase on previous years, the scale was unprecedented. The foodbank provided food for 121 people on Thursday 15th alone - normally a 'very busy day' would be 60-65 people.

The week commencing 12th Dec was the cold snap and this was reflected in the number of people the foodbank provided food parcels for - 366 in a week. This is as many as we'd feed in some months.

Those people were very grateful for the energy vouchers which they were able to provide, as supported by the £15,000 provided by us the BCKLWN. During December 2021 21 energy vouchers were provided to those in need. During December 2022 it was 97, a staggering 361% increase.

The energy vouchers are available to people once in 3 months only, and have a value of:

- £50 for those without children 16 and under in the household
- £100 for those with children 16 and under in the household

The vouchers can only be used for energy costs and nothing else and whilst we could provide them more frequently than once in three months, that decision was made to ensure that it wouldn't be taken advantage of. People are also directed towards NAS for further help.

From Nov 1st to December 31st 2022, we spent £11860.60 on energy vouchers for households requiring help from the Foodbank.

Looking forward over the coming months, they have renewed their contract with CAB and have a new CAB worker starting with them soon. The idea behind this is to ensure that those who come to the Foodbank have access to advice that will enable them to resolve the underlying reasons for needing to attend the Foodbank and therefore not need to return in the future.

3 Meetings Attended and Meetings Scheduled

6th December Cabinet Briefing
13th December Cabinet Sifting
15th December Active Clean and Connectivity Meeting
15th December Health and Wellbeing Partnership
20th December Cabinet Briefing
21st December Local Plan Task Group

Meetings Scheduled

- 4th January 2023 Portfolio Holder catch up
- 9th January Discovery Centre meeting
- 11th January Cabinet Briefing
- 12th January QEH Briefing
- 16th January Cabinet Sifting
- 17th January Cabinet
- 18th January Cabinet Briefing
- 25th January Cabinet Briefing
- 26th January Full Council

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

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

For the period to January 2023

1 Progress on Portfolio Matters.

UK Shared Prosperity Fund (UKSPF) and Rural England prosperity Fund update.

A report to cabinet is being prepared for a meeting next month that sets out the next steps in relation to both programmes. Since my last update in November the Government has approved the interventions as set out in the West Norfolk Investment Plan submitted last summer. The agreed priorities were:

- Leading as a Centre of Excellence for the Visitor Economy
- Embedding approaches that are Active, Clean & Green
- Strengthening local enterprise and innovation systems
- Supporting people to access opportunities

From this a menu of types of interventions (projects both revenue and capital) were selected. A number of specific interventions have been selected that are required to be delivered in the current financial year. One of these interventions includes a project aimed at providing energy saving measures including draft proofing and insulation to vulnerable households. In the year 2023/2024 there will be some interventions funded that are currently being funded only to 2022/2023. In 2024/2025 a skills element of the fund will become available. Further consideration of this element of the programme will be undertaken and proposals will be brought to cabinet in early 2024. The Rural England prosperity Fund (REPF) capital only funding complements the UKSPF but specifically targets rural areas (thereby in our area excludes King's Lynn). As set out in my previous report the priorities determined for this fund are:

- Small scale investment in micro and small enterprises in rural areas.
- Grants for the development and promotion of the visitor economy.
- Active travel enhancements in the local rural area.
- Capacity building and infrastructure support for local civil society and community groups.
- Supporting impactful volunteering and social action projects.

It is proposed that both a grants scheme for businesses and for communities is administered by a third party (3rd parties). The active travel interventions identified will be delivered in conjunction with Norfolk County Council

Meetings Attended and Meetings Scheduled

Public meetings attended

Various meetings with officers and stakeholders