

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



# **COUNCIL MEETING**

## ***Agenda***

Thursday, 23rd November, 2023  
at 5.00 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  
Fax: 01553 691663

15 November 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 **5.00 pm** on **Thursday, 23rd November, 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 19 October 2023 (previously circulated).

**4. DECLARATIONS OF INTEREST (Page 6)**

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. APPOINTMENT OF REPRESENTATIVE TO SERVE ON KING'S LYNN INTERNAL DRAINAGE BOARD (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: 31 October 2023 (Pages 9 - 11)**

CAB52: Corporate Strategy 2023-27

CAB55: Norfolk County Deal Response

**10. CABINET MEMBERS REPORTS (Pages 12 - 53)**

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.)**

**Business – Councillor A Beales**

**Climate Change and Biodiversity – Councillor M de Whalley**

**Environment and Coastal - Councillor S Squire**

**Finance – Councillor C Morley**

**Property & Corporate Services – Councillor B Anota**

**People and Communities – Councillor J Rust**

**Tourism Events and Marketing – Cllr S Ring**

**Deputy Leader Development and Regeneration – Councillor J Moriarty**

**Leader - Councillor T Parish**

## **11. MEMBERS QUESTION TIME**

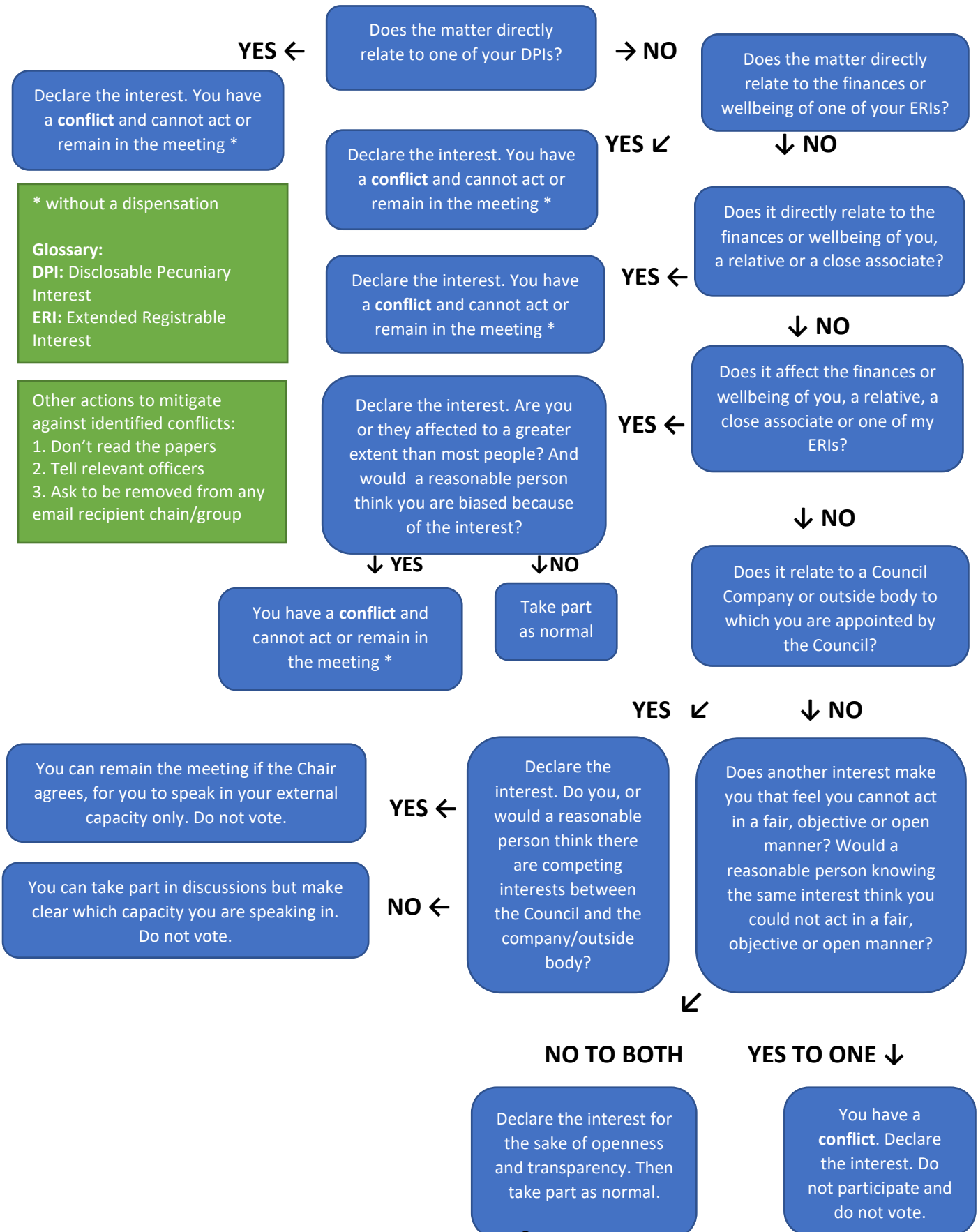
In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chair of any Council Body (except the Cabinet).

Lorraine Gore  
Chief Executive

**DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART**



**START**



Declare the interest. You have a **conflict** and cannot act or remain in the meeting \*

\* without a dispensation

**Glossary:**

**DPI:** Disclosable Pecuniary Interest

**ERI:** Extended Registrable Interest

**Other actions to mitigate against identified conflicts:**

1. Don't read the papers
2. Tell relevant officers
3. Ask to be removed from any email recipient chain/group

**REPORT TO COUNCIL**

Lead Member: Leader – Councillor Terry Parish E-mail: <a href="mailto:cllr.terry.parish@west-norfolk.gov.uk">cllr.terry.parish@west-norfolk.gov.uk</a>		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: <a href="mailto:sam.winter@west-norfolk.gov.uk">sam.winter@west-norfolk.gov.uk</a> Direct Dial:01553 616327		Other Officers consulted:		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equalities Impact Assessment NO	Risk Management Implications NO

**Date of Meeting: 23<sup>rd</sup> November 2023**

**APPOINTMENT TO KING’S LYNN INTERNAL DRAINAGE BOARD**

**Purpose of Report**

Councillor Bone has resigned as one of the Councils representative on King’s Lynn Internal Drainage Board and this report asks Council to appoint a replacement Member to the position.

**Recommendation**

That Council appoint a replacement Member to serve on the King’s Lynn Internal Drainage Board.

**Reason for decision**

To ensure continued involvement in the community by the Council.

**1.0 BACKGROUND**

1.1 The Council at its meeting on 13<sup>th</sup> July 2023 confirmed a number of appointments to Internal Drainage Boards.

**2.0 INSURANCE COVER FOR BOROUGH COUNCILLORS**

2.1 The Council’s insurance will indemnify any employee or member arising from their service on the board or participation in the capacity of governor, officer, trustee, director, committee member or other official of any not-for profit entity other than the insured.

Provided always that:

- a) The service or participation by the employee or member is specifically requested by or under the specific direction of the insured.
- b) The insured is legally entitled to approve the service or participation and to indemnify the employee of member in respect of it.

c) Any payment will only be made by the insurer for an amount in excess of any indemnification or insurance coverage provided by the not-for-profit entity or afforded from any other source and to which the employee or member is entitled.

2.2 When a member is appointed to serve on an outside body, they should also ensure that as well as completing the Register of Financial and Other Interest form, they should complete the annual “Related Party Transactions form”, with the details of those bodies on which they serve.

### **3.0 APPOINTMENT OF REPRESENTATIVES**

Following the resignation from Councillor Bone on the King’s Lynn Internal Drainage Board, Council are invited to appoint a replacement representative.

Council are permitted to appoint ten representatives to King’s Lynn Internal Drainage Boards. Current representatives are:

Councillors Bearshaw, Colwell, Jones, Long, Rust, Ware and de Whalley and non-Councillors M Dye and M Little and one vacancy following Cllr Bone’s resignation.

### **5.0 FINANCIAL IMPLICATIONS**

Mileage and subsistence allowances for Councillors attending meetings.

### **6.0 ACCESS TO INFORMATION**

Current lists of member representation  
ACSeS report on liabilities of Outside Bodies



**CABINET RECOMMENDATIONS FROM 31 OCTOBER 2023  
TO COUNCIL ON 23 NOVEMBER 2023**

**CAB52 CORPORATE STRATEGY 2023-27**

Cabinet considered a report appending the new corporate strategy for the period to the next local elections in 2027. It sets out the priorities of the new administration and how the achievement of these priorities and objectives would be monitored.

Following the Joint Panels meeting the Chair proposed that the following additions be made to the Plan, these were accepted by the Cabinet:

Under efficient and effective delivery of our services:

Add a penultimate bullet point - "Bring forward proposals to enable the King's Lynn Area Consultative Committee (KLACC) to be revised into a decision making body."

Add at the start of the last bullet point "Consider appropriate resources and then", before the "investigate the creation of a town council".

The Chair also drew attention to the comments of the Joint Panels meeting which considered the document.

Councillor Squire sought confirmation of a definition of a decision making body, to which the Monitoring Officer confirmed that the King's Lynn Area Consultative Committee would receive decision making powers, the parameters of which would have to be investigated and the Constitution changed to permit it.

Councillor Morley drew attention to the need to include:

Under Protect our environment: add to the last bullet point – "and rivers and streams" before the word "quality". This was agreed by the Cabinet.

Under standing order 34 Councillor Dark asked if the addition of the delegations for the KLACC were in place of the potential for a town council. Councillor Parish confirmed this was not the case. Councillor Dark also made comments on deliverability of the plan and detail to back up the Plan in practice.

Under standing order 34 Councillor Sandell asked if a review of the Parking Strategy was due to take place. Councillor Moriarty reminded members that the comment had not been introduced during the Panel consideration. The Chair commented that the Cabinet would be looking at income generation.

**RECOMMENDED:** That Council adopts the attached Corporate Strategy with the following amendments:

Under Protect our environment: add to the last bullet point – "and rivers and streams" before the word "quality".

Under efficient and effective delivery of our services:

Add a penultimate bullet point - "Bring forward proposals to enable the King's Lynn Area Consultative Committee to be revised into a decision making body."

Add at the start of the last bullet point “Consider appropriate resources and then”, before the “investigate the creation of a town council”

### **Reason for Decision**

To establish the council’s policy framework for the term of the current administration, showing how the council will focus its resources over the next four years. The key priorities will be: • Promote growth and prosperity to benefit West Norfolk • Protect our environment • Support our communities • Efficient and effective delivery of our services

## **CAB55 NORFOLK COUNTY DEAL RESPONSE**

A report was presented which reminded Cabinet that the Borough Council of King’s Lynn and West Norfolk (BCKLWN) agreed at the Council meeting on 30 March 2023 to make a clear public position on the County Deal for Norfolk before Norfolk County Council (NCC) made a final decision at the NCC Council meeting on 12 December 2023.

In commenting on the issue, Councillor Beales reminded members that the council did not have a vote on the matter and all it could do was encourage the County Council to try to get a better deal.

Under standing order 34 Councillor Dark commented that the motion had asked officers to check to see if the proposed Deal would effect the Council’s sovereignty or power, which it didn’t. He commented that if the Deal was agreed the County Council would have a considerable amount of money going forward, so the council should continue to engage as much as possible and allow officers to continue to negotiate.

Under standing order 34 Councillor Kemp did not support the County Deal, she commented that it brought no funding to the Borough and took some power away from the Districts. She considered that with the issues the District councils were facing it would not help the long term funding issues as the fund was not sufficient.

Councillor de Whalley shared those concerns.

Councillor Morley commented on the lack of financial support from the Government, and the council did not want to be disadvantaged by any inability to raise money.

Councillor Rust commented that devolved responsibility brought additional work to organisations. She commented that money received for the UKSPF was the equivalent of what would previously have been sought and supplied from the EU.

Councillor Squire commented that if she were being asked to support the County Deal she would not, but reminded members that this report was about ensuring the borough was there to discuss issues going forward.

The Chair reported that no District leader was happy with the proposal or had a vote on it, but he was being pragmatic about it as it was not about whether this council like it or not.

**RECOMMENDED:** That the Leader and Chief Executive continue to engage in the County Deal discussions with NCC on behalf of BCKLWN with a focus on

- this council's powers and sovereignty remain undiminished;
- West-Norfolk will have a fair say in the priorities being set for any new funding under the 'deal'
- West-Norfolk will have a fair opportunity to access such funding to secure the best deal for west Norfolk
- 
- That BCKLWN gives it's support to NCC to negotiate with Government to secure the best deal for Norfolk subject to 1. above

**Reason for Decision**

To respond to the Motion agreed at the Council meeting on 30 March 2023 (Minute 6/23).

**CABINET MEMBERS REPORT TO COUNCIL**

**23 November 2023**

**COUNCILLOR ALISTAIR BEALES - CABINET MEMBER FOR BUSINESS**

For the period 19 October to 23 November 2023

**1 Progress on Portfolio Matters.**

**Major Housing Project**

**Florence Fields**

The first phase of piling continues, with minimal disruption to neighbouring properties as a priority. To that end, much of the piling directly adjacent to King's Lynn Academy was completed over half term. Whilst this activity is going well, progress on other activities has slowed due to the heavy rainfall from Storm Babet. This has caused significant water management issues, with parts of the site now being bunded to create water storage to ensure local homes, roads and footpaths are not impacted by water runoff. The situation is difficult but manageable. The problem is greatly exacerbated by a collapsed culvert under the adjacent network rail line which is reducing water flow. The Corporate Projects team and Property Services team are applying pressure to Network Rail to resolve as soon as possible. Once resolved, the improved drainage will benefit all properties upstream including the playing field at Kings Lynn Academy and the water on the site itself can be discharged into the local drainage network allowing works to progress quickly. A further technical issue arises in that the Internal Drainage Board are unable to issue the allowance to discharge until the culvert issue is resolved.

The corporate projects team are working with the Ward Members to produce information boards that will help communicate to local residents the many advantages of the development.

Whilst the vast majority of trees on site will remain, Lovell are preparing to remove the handful of mature trees necessary for the works, subject to prior animal surveys. The team has met with artists who may be able to use the wood to create public furniture and sculptures.

Whilst Cllr Moriarty and Cllr de Whalley are reviewing a delegated decision on the future management of the wildlife site, a group of local volunteers attended the area on the 23rd and 30th of October to support the Borough Councils Public Open Space team in clearing debris and creating wood piles to improve natural habitats.

**Southend Road**

Storm Babet also caused concerns at Southend Road, but it was the wind and not rain which impacted this project. Crane lifts of the concrete floors and roofs could not take place, causing a delay to all trades. The corporate project team is working with

Lovell to identify opportunities that will offset these delays. It is now expected that all roof trusses will be in place for the 18th of December (subject to weather).

Marketing of the properties should be commencing imminently (of the time of this report) subject to final review of the marketing information and legal information.

### **Salters Road**

Progress at Salters Road remains very good, with the first handovers to Freebridge Community Housing predicted for early January. Handovers to Freebridge are planned in phases at their request, to assist with the logistics of letting and occupying the properties. 15 properties will be handed over in January, with the first of the houses almost complete other than the surrounding landscaping. I plan to arrange a site visit for elected members sometime in the next two months so they can see the new homes for themselves.

Existing problems relating to Homes England restrictions delaying the first handovers and payment have now all been overcome and Freebridge monthly payments for the properties has begun helping to support the wider capital programme.

Freebridge and the Borough continue to work towards a creating communities event that will help integrate occupants into the local community.

### **ITC**

#### **Members ITC equipment**

Since taking on ITC relatively recently as part of my portfolio, a priority has been to update Members ITC kit, which in some cases is outmoded making it close to being unfit for purpose. The ITC Dept. have contacted Members a number of times asking for update needs. As a result, the following action has been taken (as at 10-11-23).

- Number of 10<sup>th</sup> generation iPads requested – 23
- Number of 10<sup>th</sup> generation iPads issued – 12
- Number of Dell Latitude 3440 laptops requested – 18
- Number of Dell Latitude 3440 laptops issued – 7
- 19 Members yet to respond.

The Department had hoped to put in a single order for Councillor kit to make the roll out as efficient as possible in terms of officer time and resource. Some late responses and the lack of response entirely from some 19 councillors delayed that, but delivery has now been expedited and those members awaiting equipment should soon receive it.

### **Business Support & Grant Funding**

#### **Love Your Town**

The Love Your Town Fund is a grant funding scheme for the King's Lynn & West Norfolk area, specifically the towns of Downham Market, Hunstanton and King's Lynn, with an investment fund of £6,000. Community groups or businesses can apply for a grant of up to £1,000 to help generate footfall into town centres.

The investment fund is a partnership between us (Norfolk County Council) and the borough council of King's Lynn & West Norfolk.

- [www.west-norfolk.gov.uk/LoveYourTown](http://www.west-norfolk.gov.uk/LoveYourTown) to see if you're eligible.
- Submit your expression of interest by **5pm on 8 December 2023**

### **Business grant funding – an overview.**

Despite the already lengthy report to Council, I have reproduced below in full, an excellent article from one of our officers. The article has been widely circulated and she was generous in ascribing it to me, but it is entirely the work the BCKLWN Regeneration Programmes Manager.

West Norfolk supports more than 5,000 small businesses, most of which are micro and small enterprises, making them crucial to a healthy economy and job growth.

In this article we'll be telling you some of the support you can apply for that could help **your** small business to thrive. The **Shared Prosperity Fund**, administered by the borough council, aims to support small businesses who:

- provide leadership for west Norfolk as a centre of excellence for the visitor economy.
- promote innovation and entrepreneurship.
- support people to access training opportunities.

Our website gives more information on opportunities at [www.west-norfolk.gov.uk/wnsfpf-grants](http://www.west-norfolk.gov.uk/wnsfpf-grants), some of which are detailed below. Central to this is our financial support to the New Anglia Growth Hub to provide businesses with a 'one stop shop' for free, impartial and bespoke advice; they will tailor the business solutions that are available from a range of organisations that match your business needs including:

### **Getting started solutions**

Any small business or start-up needing help with market research or developing business skills, finding funding sources or accessing company reports can check out their local Business and Intellectual Property Centre (BIPC). In King's Lynn, BIPC Norfolk provides free access to a range of business databases and publications, guidance on protecting intellectual property (IP) and hosts networking events. Find out more at: [www.norfolk.gov.uk/libraries-local-history-and-archives/libraries/business-and-careers-support/bipc](http://www.norfolk.gov.uk/libraries-local-history-and-archives/libraries/business-and-careers-support/bipc).

### **Funding solutions**

- **Love Your Town** offers business grants of up to £1,000 to support initiatives, events and activities that will increase footfall in King's Lynn, Hunstanton and Downham Market. Visit [www.west-norfolk.gov.uk/loveyourtown](http://www.west-norfolk.gov.uk/loveyourtown); expressions of interest are open until 8<sup>th</sup> December.
- **Go Digital** has supported more than 1,000 Norfolk businesses to move online, with excellent feedback. An expert conducts a digital audit and provides a report to identify digital opportunities. Businesses can then apply for a grant of up to £500 to implement their action plan.

Apply online at [www.norfolk.gov.uk/godigital](http://www.norfolk.gov.uk/godigital)

- **Rural Business Capital Grants** support new and established rural businesses, including farm businesses looking to diversify, to develop new products and facilities that will benefit the local economy. Businesses can apply for capital grants of £10,000 to £100,000. The maximum grant is 50% of eligible costs, up to £100,000. Projects must be match funded, ready to proceed and completed by 31 December 2024.

#### Training solutions

- **West Norfolk Training Grants** can help businesses to upskill employees, improve resilience and productivity, and support staff. Grants of £500 to £3,000 are available, with funding covering up to 75% of total training costs. There is no limit to the number of employees being trained (subject to a maximum grant award per business).
- **Apprenticeships Norfolk** offers impartial advice in a range of areas, from choosing the right scheme and training provider to navigating the process. The team also matches larger businesses with unspent apprenticeship levy to smaller businesses who need help with training costs. Just under £1million was raised in our initial trial period. [www.apprenticeshipsnorfolk.org](http://www.apprenticeshipsnorfolk.org).

#### Innovation solutions

- **Innovate UK** funding helps businesses to develop new products, processes and services. The application process is complicated, but the county council offers mentoring to guide business owners through. You can find out more at: [www.norfolk.gov.uk/business/grants-and-funding/innovation-grant-mentoring](http://www.norfolk.gov.uk/business/grants-and-funding/innovation-grant-mentoring)

If you are running a business of any size, I urge you to contact the New Anglia Growth Hub to find the right support for you. Visit [www.newangliagrowthhub.co.uk](http://www.newangliagrowthhub.co.uk).

## 2 Forthcoming Activities and Developments.

### Lynnsport 1

A report is being prepared for cabinet to review the viability of the Lynnsport 1 site, which if agreed, will see development starting in Q1 / Q2 2024.

### Members expenses

The ease of use (or otherwise) of this system has bene widely commented upon and will be reviewed in detail by the ICT Development Group. A user guide has also bene included in the latest Members Bulletin.

## 3 Meetings Attended and Meetings Scheduled

- 23<sup>rd</sup> Oct – Shareholder Committee.
- 23<sup>rd</sup> Oct – meeting with Deputy Leader.
- 25<sup>th</sup> Oct – Cabinet briefing.
- 27<sup>th</sup> Oct – Town Deal Board (apologies given).
- 30<sup>th</sup> Oct – Cabinet sifting.
- 31<sup>st</sup> Oct – NCC briefing on new rail infrastructure costs (Teams).
- 6<sup>th</sup> Nov – grant funding meeting (UKSPF) with officers.

- 6<sup>th</sup> Nov – Equality Training.
- 8<sup>th</sup> Nov – Cabinet briefing.
- 9<sup>th</sup> Nov – Town Deal Board facilitated development session.
- 9<sup>th</sup> Nov – meeting of NCC and BCKLWN Cabinets.
- 10<sup>th</sup> Nov – ICT Development Group
- 13<sup>th</sup> Nov – grant funding meeting with business/partner bodies (Teams).
- 14<sup>th</sup> Nov – Environment & Community Panel.
- 15<sup>th</sup> Nov – Town Deal Board meeting re skills (Teams).
- 16<sup>th</sup> Nov – Shareholder Committee (may be reorganised).
  
- 17<sup>th</sup> Nov – accounts training.
- 18<sup>th</sup> Nov – Special Cabinet.
- 21<sup>st</sup> Nov – portfolio meeting.
- 22<sup>nd</sup> Nov – Cabinet (budget development).
- 22<sup>nd</sup> Nov – Cabinet briefing.



## **CABINET MEMBERS REPORT TO COUNCIL**

**23 NOVEMBER 2023**

**COUNCILLOR MICHAEL de WHALLEY - CABINET MEMBER FOR CLIMATE CHANGE AND BIODIVERSITY**

For the period 24 August to 14 November 2023

### **1 Progress on Portfolio Matters.**

#### **Climate Change**

The global mean temperature of 16.38°C in September 2023 was 1.82°C above the estimated 'pre-industrial' 1850 to 1900 average for the month. This is the highest anomaly ever measured for any month, and 0.50°C above the prior September record.

The 'highly unlikely' nature of this abrupt record suggests that models may not be fully representing recent climate changes.

October 2023 was the warmest October on record globally, with an average surface air temperature of 15.30°C, 1.7°C warmer than the estimated October average for the 1850-1900 reference period and 0.40°C above the previous warmest October, in 2019.

Given the warmth of recent months, and the current El Niño, 2023 is now virtually certain (>99% likelihood) to become the warmest year ever directly measured. In addition, 2023 is now very likely to finish at least 1.5°C above the Paris Agreement 1850-1900 baseline.

#### **Solar Together 2022 promotion**

An initial mailshot was sent to 30,640 addresses and 269 households accepted an offer, although with some households changing their minds, this resulted in:

- 106 solar PV installations with 2 further planned
- 12 batteries installed with 1 further planned

Solar Together estimated those installations generated total investment of £1.3 million and 438kWh of solar generation saving 86,251kg/CO<sub>2</sub> over the life of the panels (25 years).

There was lower than anticipated take up often due to:

- Higher than expected costs
- Financing challenges

When the auction occurred, the price achieved through Solar Together for an average 14 solar PV panel system was a 27% discount on the typical market price for an equivalent system.

Participation for 2023 campaign was paused as interest rates and household incomes remain a challenge but we will reconsider for the summer 2024 campaign.

### **Norfolk Climate Change Partnership**

The provision of carbon training for officer, elected members and the community is being explored.

Partnership has refreshed its structure and now includes:

- Portfolio Holders Group
- Strategic Officer Group
- Officer Delivery Group
- Advisory Body

### **Ameresco Re-Fit Contract**

The Property Services team have been working with Ameresco to iron out some initial problems with the Re-Fit scheme.

We have received the following weekly update from Ameresco on 12 November 2023 with 7 out of 9 units now demonstrating a good Coefficient of Performance\*

The Kings Court Air Source Heat Pumps operate in conjunction with intermittent boiler back up as intended, but the metering is incorrect, which is skewing the figures. However, the team have not received any complaints about the lack of heating in the building.

Oasis is offline with a replacement part (3PV actuator) on order, awaiting delivery. It is hoped that once these works have been undertaken, this will go some considerable way to resolving the outstanding issues.

*\* Heat pumps are more efficient than other heating systems because the amount of heat they produce is more than the amount of electricity they use. The amount of heat produced for every unit of electricity used is known as the Coefficient of Performance (CoP). So, if a heat pump has a CoP of 3.0, then it will give out three units of heat for every unit of electricity consumed.*

	Heat Meter	Electricity	COP
South Lynn Community Centre	2,400	1,068	2.25
Arts Centre and Guildhall	780	353	2.21
Factory 1	1,230	429	2.87
Kings Court	140	1,516	0.09
Downham Market Leisure Centre	3,000	1,105	2.71
Dutton Pavilion, Kings Lynn	680	313	2.17
Oasis	-	612	0.00
Lynnsport	9,830	5,009	1.96
St James Pool	7,090	3,636	1.95

### **Streetlighting Column Replacement**

A contract was signed in the December 2022 with Westcott to undertake a survey of all the Council's streetlighting portfolio (approximately 995 streetlights throughout the Borough) and replace some 115 columns that was determined as "red". The replacement of the columns is a three-step process with the physical column being replaced, connection of the streetlight to the electricity supply (undertaken by ETL) and then earth testing of the streetlight. This programme of replacement has continued in 2023/24 with 79 columns being replaced and certificated. The programme continues and there are 3 columns that will require tree surgery before replacement of the column. There 12 of the remaining 39 columns on the top of Sainsbury's car park that not only require replacement columns, but plinth protection works. It has been

decided to undertake these works in January 2024 to avoid closing the car park at its busiest time of the year. Wherever possible, rise and fall columns have been put in “difficult to reach” places to reduce future maintenance costs.

### **LED Lighting Project**

Following on from the column replacement works, Property Services intend to replace the existing streetlights to LED. The LED replacement programme is part of an £300,000 improvement scheme which will ensure we have modern, cost-efficient street lighting that will last well into the future and bring our lighting up to date.

The new, more efficient LED equipment will cost about 60 per cent less to power and can play an important part in reducing carbon emissions. They will also help to mitigate any future rises in electricity prices.

Both the Street lighting column replacement and Led lighting project have been funded from a budget of £594,766 granted in a Cabinet Report 6 September 2017 – under the Re-Fit Proposals for Council Building Assets. The decision to replace the street lighting was made under Officer Delegated Decision 19 July 2019 – Re-Fit Energy Performance Contract.

There are a total of 882 lights (see table below), of which only 98 are currently LED. The lights under the “Not LED” column, highlighted in red have been replaced as part of the streetlighting column replacement project. This leaves a total of approximately 682 lights that require replacement, which is programmed to be tendered early in the new year with the project to be concluded in 2023/24.

<b>lamp Group</b>	<b>ETL Structural Status2</b>	<b>Count of ID1</b>	<b>Count of ID1_2</b>
<b>LED</b>	Amber	2	0.23%
	Green	95	10.77%
	Unknown	1	0.11%
<b>LED Total</b>		<b>98</b>	<b>11.11%</b>
<b>Not LED</b>	Amber	166	18.82%
	Green	500	56.69%
	Red	102	11.56%
	Unknown	16	1.81%
<b>Not LED Total</b>		<b>784</b>	<b>88.89%</b>
<b>Grand Total</b>		<b>882</b>	<b>100.00%</b>

## **2 Forthcoming Activities and Developments.**

### **Norfolk Net Zero Communities**

An update report and presentation by project manager to Environment and Community Panel was made on 14 November 2023. We have been working through the 22 responses to the information request and analysing data on carbon emissions for those areas. The selected community is to be announced alongside the other areas selected across Norfolk.

### **Schools Project**

A total of 20 local schools signed up for this project with 8 schools currently working towards the virtual final, which will take place on 24 November. There is a press release going out in the Lynn News about the project.

### **EV charging**

Legal matters for the installation at Austin Street car park, King's Lynn are being finalised. Charger usage information will be included within new performance indicator suite.

### **Biodiversity Task Group**

The Group is scheduled to first meet 2pm, Monday 18<sup>th</sup> December 2023

## **3 Meetings Attended and Meetings Scheduled**

Community Environmental Groups (Teams)  
Corporate Performance Panel  
Regeneration and Development Panel  
Environment and Community Panel  
UK Shared Prosperity Fund Briefing  
Town Deal Projects Briefing  
Conservancy Board  
King's Lynn Internal Drainage Board  
West Norfolk Transport & Infrastructure Steering Group  
West Norfolk Prosperity Funding Partnership Group  
ICT Development Group  
Equality Training  
**Portfolio Holder Briefings and updates:**  
Cabinet Briefings  
LGA Leadership Development Session  
Peer Review – Focus Group & Feedback  
Fast Followers  
Norfolk Net Zero Communities  
Active & Clean Connectivity Update  
Community Orchard/Hardings Pits  
Norfolk Climate Change Partnership - Portfolio Holder's Group  
Climate Change (weekly updates)

## CABINET MEMBERS REPORT TO COUNCIL

23 November 2023

**COUNCILLOR SANDRA SQUIRE - CABINET MEMBER FOR ENVIRONMENT & COASTAL**

For the period 19 October to 23 November 2023

### **1 Progress on Portfolio Matters.**

Contractors have been on site in Hunstanton since half term undertaking repairs to the prom, these are scheduled to be finished by early December.

The Environmental Health team have been busy managing the effects of the recent poor results on shellfish beds have caused. The team have been trying to balance the public health need, whilst ensuring that parts of the fishing industry are able to time their fishing, to avoid the risk of poor sample results requiring official controls such as detention or recall or already processed product.

We are continuing to assist UKHSA (UK Health Security Agency) with a review of cases of Cryptosporidium - a parasitic water and food borne infection. There has been an upward national trend in cases of Cryptosporidium over the last five years and we are working with UKHSA to identify any common factors linking our cases to others nationally.

A recent notification by the Food Standards Agency on the listeria risk of Enoki mushrooms promoted visits to premises that supply the product, to ensure that suitable controls were in place for cooking and labelling. In addition, we have been closely working with Port Health at Suffolk Coastal who had detained a significant load of Enoki mushrooms due to Listeria concerns. The mushrooms were delivered to a distributor within the borough. We are currently working with the Port and the distributor to have them destroyed as our officers have determined that they are unfit for consumption.

Private water is continuing to cause considerable work with the increased sampling requirements of the Private Water Regulations, with a large number of failures causing some difficult investigations to establish the cause and identify suitable long term control measures.

The government has set out plans for simpler recycling, moving away from the suggestion that householders should have multiple recycling bins. The requirement is that all local authorities will be required to collect the same recyclable waste streams in a standardized approach, which aims to avoid the confusion of what can go in which bin. It would also mean that what can be

recycled will be the same at home, at work and in schools, all across England.

It is hoped this will increase recycling rates in England by having all dry recycling collected in one recycling bin. It is also proposed that all councils will introduce a free food waste collection scheme and offer a garden waste collection scheme. These new plans will be implemented by the end of March 2026. In practice these changes to policy will have very little effect on us as for example, this council introduced food waste collections over 10 years ago. (April 2013)

The government will be providing funding to assist those councils who will have extra burdens as a result of these changes, however unfortunately they will not be providing funding retrospectively. Information on funding changes to recycling credits and EPR (Extended Producer Responsibility) will be forthcoming at a later date.

Last month I reported on plans to set up a group to look at Natural Flood Management and River Restoration. However, I can now shelve those plans as the Norfolk Rivers Trust have set up the North West Norfolk CaBa (Catchment Based Approach) Partnership group with representatives from the EA, Kings Lynn Drainage Board, Norfolk Rivers Trust etc, so rather than duplicate work, it seemed more sensible to join their group. The first meeting was on 23<sup>rd</sup> October with a discussion about funding available for natural flood management. There has been some incredible landscape recovery work in North Norfolk around the chalk streams there, so it is quite exciting to be at the start of a journey that could do the same for ours here in West Norfolk.

## **2 Forthcoming Activities and Developments.**

I have been invited by Eastern IFCA to their office to discuss their work locally, I am currently awaiting confirmation of a date.

Given there is a lot of publicity at the moment regarding the proposed wash barrier and also regarding water quality issues, it is my intention to speak to local coastal stakeholders and land owners to discuss any coastal issues they would like to raise directly. If anyone would like to contact me to discuss any specific issues or ideas, get in touch. I would particularly like to speak to all those councillors who have coastal wards, to discuss any issues you feel are specific to coastal wards.

## **3 Meetings Attended and Meetings Scheduled**

Various portfolio briefings  
North West Norfolk CaBa Partnership Meeting  
Cabinet Briefing  
Heacham Bathing Water Quality Meeting

Cabinet sifting  
Cabinet  
Wash Barrier Talk at Hunstanton  
Equality Training  
LGA Cabinet Workshop  
LGA Coastal SIG Water Quality Briefing  
Cabinet briefing  
Corporate Performance Panel  
Environment & Community Panel  
LGA Coastal SIG Water Quality Working Group  
Special Cabinet  
NEWS Board Meeting  
Norfolk Strategic Flooding Alliance Meeting

## **CABINET MEMBERS REPORT TO COUNCIL**

**23 November 2023**

### **COUNCILLOR CHRIS MORLEY - CABINET MEMBER FOR FINANCE**

For the period 19 October to 10 November 2023

#### **1 Progress on Portfolio Matters.**

##### **STATEMENT OF ACCOUNTS - EXTERNAL AUDIT**

**2019/20** - Still ongoing by EY. Their progress seems to lack logic. Only recently they asked, for the first time, questions on the cash flow statement. It would have been more helpful to have listed topics and questions at the start of proceedings, not 9 months later.

When this is over, a harsh review of their modus-operandi will need to be sent to them.

Nevertheless, we expect their draft opinion by the end of the month, to be taken by Audit Committee on 12/12 (which is an extra meeting to the schedule due to the high workload on the Committee) and sign off by 18/12.

DLUHC are consulting on the deadline to have the audits for 20/21 and 21/22 completed by 31<sup>st</sup> March 2024. I await with interest, more with extreme scepticism, about how this is going to happen, especially as I read in the national press that the Government is cooling on its timings for audits of public bodies and their agents.

As for those who recall my previous report, we have yet to receive an indication of this and later audit costs so there is still a fairly significant question mark against our budget assumptions.

##### **BUDGET 2023/24 REVENUE ACCOUNT.**

The budget monitoring report is available on MOD GOV. We were aiming to add a column posting spend by the month end of the report. However, we need to improve our calendarization of spend to produce a meaningful analysis, hence a more overall summary.

The disappointing news is that we are estimating a further draw on our General Reserves at year end of £0.5m which increases the deficit from £2.6m to £3.1m.

The significant changes, rounded, are:

Planning – income is less as the mix of applications has changed with more smaller developments and therefore reduced fees. The allocations in the Local Plan appear to have been “swallowed up” and some potential sites ideal, perhaps, for solar farms, are being held awaiting the current appeal decision before moving forward.

So, on the adverse side:



Planning £0.7m  
Higher energy costs Alive West Norfolk £0.3m  
Old error in Parkway revenue estimates £0.2m  
On the plus side:  
Unfilled staff posts & turnover Savings £0.4m  
Energy savings in Operations. £0.1m  
IDB grant support £0.2m  
**Net deficit £0.5m**

### **CAPITAL ACCOUNT**

The authorised expenditure for the year is now £36m but the actual spend was £12.8m at ½ year which implies an outturn of around £26m having regard to the winter and wet weather. Surprise, surprise? Not yet as £26m has been our running rate for recent years (excluding the COVID period) and again as I reported earlier, we have a book account from the investment we have “brought in” to this Borough of £170.2m. With our capacity, direct or indirect, it will take some exceptional trade winds to complete this programme within the various project timescales and costs. With the money and focus on our Major Projects and Town Deal, this, to me, is a significant concern.

### **INTERNAL DRAINAGE BOARDS (IDBs).**

I am representing the Council (with the Chief Finance/S151 Officer) on a Special Interest Group (SIG) endorsed by the Local Government Association (LGA), as a formal lobby group to secure more support from central government either to our revenues to compensate for the IDB Levy or to seek an alternative form of funding for the Boards.

As background information IDBs in England help drain 50% of agricultural land, many railway lines, roads and motorways and cost around £46m. IDBs covering the area of our SIG account for ½ of that cost and this Boroughs contribution is a hefty £3m.

In the 1970s IDBs collected their levies direct from residents in specific post codes, the Government later ordered Councils to collect the costs as part of council tax but they reimbursed the councils for doing this. Over time the specific post code targeting was dropped in favour of a levy on all residents and revenue support has decreased since 2013/14 to zero. Last year we received a token gesture of support with a grant of £205k which we have brought to account in our General Reserves this year.

At our Group meeting it was resolved to write to the Secretary of State for Local Government bringing our financial difficulty to the fore and stressing the current levy system is unfair and disproportionate. I reminded the Group that we were in a particularly sensitive position with Level 3 Devolution focussed on the County and this issue must be brought to bear in those discussions. Also, with a hopeful eye to the future, to bring Rachel Reeves into the circle of debate.

This has been done and we will reinforce our predicament with our 2 MPs. At least 40% of the Council Tax we retain in the Borough supports the IDB levy. We wait to hear more before deciding on further action.

### **DOUBLE COUNCIL TAX FOR SECOND HOMES**

**The Levelling UP and Regeneration Act** was given Royal Assent on 26<sup>th</sup> October. Amongst other regulations, it gives local councils the right to charge double council tax on second homes from 1<sup>st</sup> April 2025 and increase tax on empty homes by a further 100% from April 2024. As well as the opportunities for social change, the extra tax will deliver around £6.5m. However, the County and Police will take the lion's share (90%) unless we can negotiate a more equitable deal. We will be discussing with North Norfolk who are of similar mind. This will make quite an impact from Hunstanton to Cromer.

### **THE PROCUREMENT ACT 2023**

This was also given Royal Assent on the 26<sup>th</sup> but without the same fanfare. It will become law in October 2024 and it is a piece of legislation to change existing EU rules. It is aimed at supporting the National Procurement Policy in

- creating new business, jobs and skills in the UK
- tackling climate change and reducing waste
- improving supplier diversity, innovation and resilience.

Rather than the EU process there will be a central digital platform on which firms can register their interests with the platform being used to advertise tenders and publish results. Procurement managers will be asked to know more about and engage in market analysis with one objective being to understand capabilities of the supply base.

Much needs fleshing out over the next year but we will have more flexibility over our procedures to support local companies particularly SMEs.

There will be a greater emphasis on contract management and transparency over key performance indicators and suppliers' achievement. Evaluation criteria for tenders is changing with a wider range of benefits not necessarily economic, therefore I assume more social and environmental aspects will come into play.

This is going to make the procurement function more recognised as adding value and will need greater professionalism throughout the ranks. Much needs to be learnt as the detail of the Act unfurls over the forthcoming year.

### **OUR PROPERTY COMPANIES**

The draft Business Plans, recently produced, are now under scrutiny by the Shareholder Committee and the Scrutiny Panels. The finance package between the Parent and its subsidiaries is key to ensuring these businesses remain viable and not a drain on the Council's sustainability. Therefore, one of the world's most prestigious and highly respected accounting firms, Grant Thornton, has been engaged to assess our modus operandi for financial modelling and intercompany dealing. This is going to be a quick but highly professional assessment by a company which has also researched and advised on just this issue elsewhere. I look forward to their advice.

### **WINS**

Our 5<sup>th</sup> Birthday Bonus Competition is now over and despite a significant marketing effort by us, many of the charities and special causes together with Gatherwell, it has proved hard to generate growth in sales through these difficult inflationary times. However, one cause stood out in securing sales above our winning threshold and that is Discover Downham Heritage, they will

be receiving their winning award of £1000 at a small presentation in the Mayoral Parlour.

Also being recognised for significant extra sales are the Downham Swan Youth Project (£500) and Linnets in the Community (£250).

I wish them and all other causes in our scheme the best of fortune with their special community work in the future.

## **2 Forthcoming Activities and Developments.**

Business and fiscal plans for our housing companies.

Many budget meetings.

The outcome of the Officers' review of statutory obligations and service levels.

A final opinion on the 2019/20 Statement of Accounts.

Plans for auditing 20/21 and 21/22.

Review of Grants and SLAs.

## **3 Meetings Attended and Meetings Scheduled**

20/10 Company Shareholder Committee briefing

23/10 Shareholder Committee Meeting

25/10 Cabinet Briefing

30/10 Cabinet Sifting & Independent Partnership & Labour Group Meeting

31/10 Portfolio Meeting

31/10 Cabinet

2/11 Equality Training

6/11 Soyth Creake PC

7/11 LGA Leadership Development Session

7/11 IDB SIG Conference (Teams)

8/11 Budget Development Meeting

8/11 Cabinet Briefing

9/11 Cabinet (Teams).

Next Period

Many Portfolio and Budget meetings

Shareholder Committee(s).

Audit Meetings

SLA Reviews

MMPB

Cabinet

## **CABINET MEMBERS REPORT TO COUNCIL**

**23 November 2023**

### **COUNCILLOR BAL ANOTA CABINET MEMBER FOR PROPERTY AND CORPORATE SERVICES**

For the period 19 October to 23 November 2023

#### **1 Progress on Portfolio Matters.**

##### **Management and maintenance of council owned property assets: including industrial estates, Kings Court, Town Hall and the Depot, Public conveniences, Crematorium and Cemeteries.**

Works are due to commence this month on the replacement handrails to the main staircase at King's Court. The Property Team is working well with the internal departments, and alternative access, and egress, arrangements have been put in place. This job may seem simple; however, it is not. The staircase is one of the main fire evacuation routes and the health and safety of the building occupants, our staff and visitors, is paramount, so the team has been working with the Corporate Health & Safety Team to ensure that all appropriate measures are put in place. The works will take approximately two weeks. Alternative routes in and out of the building will be well sign posted, however if councillors are unsure, please do not hesitate to contact the Property Team and they will help you.

##### **Management of other council assets including (but not limited to) car parking 24 and CCTV Matters,**

###### **Commercial Property Portfolio:**

We are bringing in some temporary professional resource to help the Property Team catch up with some of the outstanding rent reviews, and lease renewals. This should help improve the overall rent roll.

The commercial property portfolio continues to perform reasonably well; however, we are expecting a number of units to be vacated within the next six months, or so. We are not sure if this is a reflection on the wider economic uncertainty, or if this is specific to the businesses themselves. The team will be keeping an eye on this situation and if, and when, units become available new tenants will be sought.

###### **Health and Safety – property and buildings**

Councillors may have heard on Radio Norfolk, or from reading the local Press, that works to remove the Tosca Barge from the Boal Quay area have gone well. The contractor has speedily removed the steel hulled boat and removed it from site. Although some people in the town were sad to see it go, this was a significant health and safety risk and, as stated previously, the reports of children accessing this structure were of great concern. This was a job that had to be done.

## Policy related to land and property acquisition and disposal and implementations of acquisition and disposal of land and property

I am pleased to inform councillors that we have legally completed on the sale of land at the Nar Ouse Regeneration (Enterprise Zone) for the proposed new Health Facility. NHS Property is now on-site and looking to construct the facility to an extraordinary short timescale – April 2024. We are all hoping to see this facility opening soon.

The Property Team has been working on the necessary information and designs on two small sites potentially capable of residential development. The team will be submitting planning applications on these sites in the near future. Prior to the submissions I have asked the team to consult with the relevant council Ward Member(s) and the local Parish Council so that they are aware that an application will be submitted in their area, and I have asked the team to consult with the King's Lynn Area Consultative Committee (KLACC) as one of the applications is within King's Lynn.

The Projects team within Property & Projects is pushing on with the delivery of the road and utility infrastructure at the Nar Ouse Regeneration Area. This is a challenging project particularly with the infrastructure needing to be completed to service the new Health Facility.

### Car parks and open space

		April	May	June	July	August	September	October		
Burnham Market	2022	2631	2727	3632	4148	5502	3103	2611	▶	24354
	2023	2631	2443	2571	3403	4992	2940	1974	▶	20954
										-3400
Heacham	2022	3669	3150	4596	6129	7139	3434	2497	▶	30614
	2023	3404	3647	4239	3836	5736	4200	2106	▶	27168
										-3446
Hunstanton	2022	35535	31677	37938	50833	72416	26884	19388	▶	274671
	2023	35147	34330	38475	37567	62436	36041	18496	▶	262492
										-12179
Kings Lynn	2022	107252	112278	110694	114095	116849	109663	116127	▶	786958
	2023	114187	156736	111451	122645	119448	111029	116483	▶	851979
										.

The exceptionally poor weather in October, as you would expect, a reduction year-on-year on the resort attendances, whilst again King's Lynn continues to hold its own with a similar number of visits from last year. It is clear to see from these figures what an influential affect the weather has in the resort areas.

As many members will know our Parking Operations team do more than just look after the car parking in west Norfolk, they process the Penalty Charge Notice challenges for tickets issued across Norfolk for both the County Council and other district councils. From 1<sup>st</sup> November the team have taken on the back-office arrangements for the Norwich City Council area as well. This has been a significant piece of work, which I know has presented a number of challenges and pressures to ensure it was delivered on-time and with the minimum of disruption to the end user. These additional functions bring additional financial contributions to our overheads

which at a time when finances are stretched is a very welcome addition, I thank them for their efforts and the positive contributions they make.

Along similar lines, it would be remis not to mention how hard the park teams have worked preparing for the Fawkes in the Walks, the recent persistent and torrential rain has created a number of challenges, in not the best conditions, but regardless these teams are out there preparing and doing all they can to help stage events such as this for the people of west Norfolk.

## **2 Forthcoming Activities and Developments.**

- Portfolio meetings – tbc
- Mintlyn – meeting

## **3 Meetings Attended and Meetings Scheduled**

October

20<sup>th</sup> – Ward issues – Gayton – Traffic

23<sup>rd</sup> – Portfolio meeting – MC

23<sup>rd</sup> – Portfolio meeting – MH

25<sup>th</sup> – Oliver Judges – MH

25<sup>th</sup> – Cabinet briefing

26<sup>th</sup> – Ward – MD

26<sup>th</sup> – Portfolio Meeting – MH

27<sup>th</sup> – Wave4 KL Group

27<sup>th</sup> – Ward issues – VAS sign PC

30<sup>th</sup> – Cabinet Sifting

31<sup>st</sup> – Briefing Rail station (Teams)

31<sup>st</sup> – Cabinet

November

1<sup>st</sup> – Planning Committee training (Teams)

6<sup>th</sup> – Planning Committee

6<sup>th</sup> – Equality Training

7<sup>th</sup> - LGA Cabinet session

7<sup>th</sup> – Portfolio meeting – MC

7<sup>th</sup> - Portfolio meeting – MH

8<sup>th</sup> – Cabinet budget development

8<sup>th</sup> – Cabinet briefing

9<sup>th</sup> – Cabinet briefing – BC/NCC

## CABINET MEMBERS REPORT TO COUNCIL

23 November 2023

**COUNCILLOR – JO RUST CABINET MEMBER FOR – PEOPLE AND COMMUNITIES**

For the period October 5<sup>th</sup> – 10<sup>th</sup> November 2023

### **1 Progress on Portfolio Matters. –**

Housing register

1469 live applications

3 Emergency

224 High

477 Medium

765 Low

187 new or change in circumstances received

Housing Options

125 applicants given housing advice, of these 76 progressed into new homeless declarations and/or are ongoing investigations.

Lets advised - 25

On Thursday 5<sup>th</sup> October I chaired my first Health and Well-Being Partnership meeting. This group brings together a variety of stakeholders from Norfolk County Council, health services and the wider Voluntary and Community services. The purpose of the partnership is to make a positive impact on people's health and well-being. The partnership works collectively to drive strategies and activities to promote the health and well-being of residents, address the wider determinants of health, tackle health inequalities, develop and deploy support which will prevent a crisis from happening and align, develop and influence NHS and local government services and commissioning.

Local government hasn't traditionally had a role in health services, but the relatively new Integrated Care System (ICS) and Integrated Care Boards (ICB) are changing the way in which our health services operate. They have brought together a wide range of organisations and stakeholders to improve services and provide more joined up health and care for our residents. The Health and Well-being Partnership is a sub group of the Integrated Care Partnership. Basically, the ICS wants to stop us getting ill and keep us out of

hospital. They plan to do this by early intervention. I have noticed that the ICB have not got a representative from dentistry on their membership. I will work to address this.

On the same day I attended my first meeting of the Gaywood Allotments Trust. I discovered that it wasn't related to allotments, but a charity to provide support to families within the parish of Gaywood, with some financial support. I was pleased that we were able to provide support for two families in our area at that meeting and more followed on-line.

On 6<sup>th</sup> October I spoke on Radio Norfolk about a Careline scam where our Careline users were being contacted by organisations other than Careline, to swap their analogue unit for a digital one and either being swapped to another provider or asked to pay money up front. Our Careline service would never ask for money up front. The following week was national Scam Awareness week and so I spoke again with Radio Norfolk about the matter. Getting this information out there would undoubtedly help to stop some of our vulnerable Careline users being scammed.

I have met with the Freebridge exec to further discuss ways that we can work together and to find out the situation with houses with damp and mould. Sadly there are 195 properties which are suffering from this problem. They are treated chemically to eradicate the problem followed by a root cause analysis to ascertain the reason. While some of the problems are structural, some are related to poverty. All properties categorised as being most serious will be treated by the end of November. Freebridge have a support fund that some residents can access. They also have accessed wave 2 funding of the decarbonisation fund and will be concentrating on a fabric first approach. Freebridge are launching their academy in January, working with the College of West Anglia (CoWA) around apprenticeships and skills and learning.

On 17<sup>th</sup> October I attended an Integrated Care Summit in Norwich. The ICS (Integrated Care System) is now 1 year old. The day was used to hear about some of the wonderful work that is taking place in Norfolk and to discuss what changes we need to make to ensure that we are able to support people to live independently and well for longer and avoid hospital admissions. We had discussions around Courageous Leadership – being bold enough to put forward ideas that go against the “we've always done it that way” way of thinking. Sometimes it is about relinquishing power and sharing responsibilities and doing things differently and better. The ICP (Integrated Care Partnership) is ambitious for Norfolk but it will mean doing things differently and sharing budgets. This will be painful in some cases, as our Borough Council provides services which stop people going into hospital which some might think should be paid for by the NHS. We do receive Better Care Funding (BCF) to provide some services, but we also provide some discretionary services which our council funds. I believe that this is appropriate and will continue to make a strong case for the continuation of these services.

I was pleased to attend the 30<sup>th</sup> Anniversary celebrations of The Purfleet Trust



on the same day. It was wonderful to see so many people who had been successfully supported by Purfleet now being part of the staff group and to hear how all those who had been supported into permanent tenancy had retained it.

On 18<sup>th</sup> October I attended another Freebridge Out and About day along with Cllr Sandell. I spoke to many residents and was pleased to be able to signpost quite a few to apply for Attendance Allowance which is money available to those who need extra help at home due to an illness or disability for those aged over the State Pension Age (SPA). There are two rates, £68.10 for the lower level and £101.75 for the higher rate. Claiming attendance allowance won't reduce any other income you receive and it's tax-free. Claiming it can even help you get other benefits such as Pension Credit, Housing Benefit or Council Tax Support. I'd urge you to check in with your local ward residents to see if they might need it.

That evening I popped along to the West Norfolk Young Carers Halloween Disco. I and a number of other councillors used some of our councillor grant to support. It was lovely to see so many young carers having a wonderful time dancing, apple bobbing, pumpkin carving and chatting. A short period of brief respite from their caring responsibilities.

I've been having some discussions with officers and residents over Community Led Housing which is about local people playing a leading and lasting role in solving local housing problems, creating genuinely affordable homes and strong communities in ways that are difficult to achieve through mainstream housing. I am attending an on-line meeting to gain further information to top up that which some of our officers provided me.

On 20<sup>th</sup> October I visited The Swan Youth Project and I'm so pleased to hear that our council is planning to provide vital funding to see the work that they do is able to continue. The amazing organization provides a plethora of services to support young people and their families. They're based in Downham Market and I was incredibly impressed by the work that they do and thank Cllr Bullen for inviting me and Anna for giving me the full tour.

I met with the CEO of the QEH later that day and was rather concerned to hear that the deadline of having both phases of the MSCP (Multi Story Car Park) open by January 2025 in order to be able to start the build of the new hospital by January 2026 might be a real challenge. So far the funding has not been released and is only due mid year 2024. It takes away all flex time and makes that burning bridge of 2030 even more worrying.

On Thursday 26<sup>th</sup> October I attended 1 of the 12 Food for Thought sessions taking place in Downham Market. I spoke to the CAB (Citizen's Advice Bureau) officer about the work that they are doing working alongside the Trussel Trust. I then saw the amazing work undertaken by the Lily staff (huge thanks to Betsy, Becky, Judith and Chef Jenny [and Tim B]) for doing so much to make sure the session ran smoothly and was publicized. Radio Norfolk were there to hear more. I tasted 3 delicious dishes cooked up from very

little. I took the recipes home and will definitely be making them myself. It was heartening to see so many people attended. Ages ranged from 6 months to 80.

On Friday 27<sup>th</sup> I attended an online meeting about the South Lynn Health Centre which is in the process of being built.

In the evening I attended my first meeting of our Twinning Towns group which works to arrange our twinning times with Emmerich En Rien. It was lovely to share a relaxing time with so many people and to enjoy a delicious meal provided by Sarah Shapeero-Lown.

On Tuesday 31<sup>st</sup> October I was at The Place from 10am until 1pm for a Beat The Bills Session. I genuinely can't express how proud I am of the work that our council and our officers do to try to make the lives of our residents better. Each and every one of the council officers in attendance were an absolute credit to our area. I give a huge thanks to Judith, Emma, Jo and all those who made this possible. The large number of our residents who called in and received a first class system to support them was just wonderful. I'd urge you all to attend one when they're in your area. On a really personal note, I called my mum and asked her to come along and as a result, she organized a visit from our Energy Efficiency Officer Jacob, to see what retrofitting energy efficient measures that her house might benefit from. Please do the same for your residents (and of course, family!).

I met with Lynnsport on Thursday 2<sup>nd</sup> November and learnt more about the proposed 3G pitch. I received some very reassuring information and will be arranging a meeting with concerned local residents to chat with them about it.

On Friday 3<sup>rd</sup> November I attended a Wash Barrier meeting at the Princess Theatre Hunstanton. There were a number of other councillors present including our Leader, Terry Parish and Cllr Andy Bullen who were speakers. Cllr Squires contributed to our climate change targets by car sharing with me. The meeting was very lively and residents made clear their opposition to the proposal.

I was fortunate enough to be invited to attend an event hosted by Classical Music Rocks (CMR) on Tuesday 7<sup>th</sup> November. The quality of the show was amazing. The Tenor Anthony Flaum and pianist Siobhan O'Higgins has played to two schools that day bringing access to classical music to a large audience of children. I am looking forward to attending a school visit with Cllr Ring as part of the wider work that CMR does and would urge you to check out their website and attend one of the concerts offered at the end of the day after the school visits have taken place. They genuinely are wonderful.

On Wednesday 8<sup>th</sup> November I attended the ICS meeting held at County Hall and heard more of the partnership work being undertaken. I am happy to provide written information should any councillor request it.

As a newly appointed member, I attend my first Internal Drainage Board (IDB) meeting on Friday 10<sup>th</sup> November at Pierpoint House. I found it incredibly

interesting and learnt about Fools Watercress and the risks that it can present is not properly managed. I also heard a very firm message that the Gaywood Chalk stream river was NOT dredged.

Following that I met with the Care and Repair team and heard more about the work that they do. While a lot of it is statutory and funded through grants such as the Disability Facility Fund, some of the services are discretionary, which means that we don't have to provide them. As these services can help people live at home independently and well for longer, I will continue to make the case for these services to carry on.

I then had a monthly meeting with Freebridge exec team along with our Assistant Director for Place. I'm really pleased that we're strengthening our relationship with one of our key partners and look forward to hearing from them when they speak to elected members in the New year.

## **2 Forthcoming Activities and Developments.**

7/11/23 – LGA Cabinet Leadership Development Session  
7/11/23 - Norfolk IV service meeting  
7/11/23 - King's Oak Art Exhibition – Shakespeare's Barn  
7/11/23 - Classical Music Rocks – Town Hall  
8/11/23 – Integrated Care Partnership Meeting – County Hall, Norwich  
8/11/23 – Budget Meeting – Cabinet  
8/11/23 – Cabinet Briefing  
10/11/23 – Regis House Care And Repair team meeting  
10/11/23 – Freebridge meeting  
13/11/23 – Homelessness and Housing delivery meeting  
13/11/23 – Freebridge Board meeting  
14/11/23 - Environment and Community  
15/11/23 – Homestart AGM – Norwich  
16/11/23 – Health and Wellbeing partnership meeting  
16/11/23 – Ethics in Politics meeting  
16/11/23 – Housing briefing  
16/11/23 – KLACC special meeting re special expenses  
17/11/23 – United for Warm Homes  
20/11/23 – Statement of Accounts Training  
21/11/23 – Open Road visit  
22/11/23 – Freebridge 1/4ly CEO meeting

## **3 Meetings Attended and Meetings Scheduled**

5/10/23 – Health and Wellbeing Meeting  
5/10/23 Portfolio Briefing – Housing  
5/10/23 – Gaywood Allotment Trust Meeting  
6/10/23 – Freebridge Meeting  
9/10/23 – Role of the IDB  
10/10/23 – SLA (service level agreements) Meeting  
10/10/23 – Retrofitting Meeting

10/10/23 – Group Meeting  
11//10/23 – Cabinet Briefing  
19/10/23 – Community Led Housing Meeting  
19/10/23 – Housing Briefing  
19/10/23 – Full Council  
20/11/23 – Cabinet Meeting  
25/10/23 – Licensing Sub Committee  
25/10/23 – Cabinet Briefing  
26/10/23 – Portfolio Briefing  
30/10/23 – Cabinet Sifting  
30/10/23 Independent and Labour Meeting  
31//10/23 – Councillor Briefing West Winch Railway Station  
31/10/23 – Cabinet Meeting  
1/11/23 – Planning Training BNG (Biodiversity Net Gains)  
2/11/23 – Equality Training

## Cabinet Members Report to Council

23<sup>rd</sup> November 2023

### COUNCILLOR SIMON RING - CABINET MEMBER FOR TOURISM, EVENTS AND MARKETING

5<sup>th</sup> October to 10<sup>th</sup> November 2023

#### 1 Progress on Portfolio Matters.

There seems to be no respite within this portfolio. All areas have been busy with annual events and reacting to the obstacles that life and the weather throws our way.

#### Marketing and Tourism

For the Halloween 2023 seasonal campaign we continued to promote the largest selection of local Halloween events and activities we have ever compiled for such promotion. As well as a very large array of family-based activities and events held in the area throughout the month, the brand new more adult-based campaign of local event promotions we titled "Fear and Haunting in West Norfolk" was promoted organically by ourselves, with our own created video and image content throughout the month with no negative feedback received.

As such, we hope that this unusual 'dark tourism' aspect for a Halloween promotional campaign, often featuring highlights of our local folklore, will be built upon by ourselves with a paid campaign next year to further support pre-Christmas out-of-season tourism for west Norfolk.

During this autumn period of time we have sent out the following e-shots to our contacts:

- Halloween Events in West Norfolk 2023 (sent to 'Visitor Contacts' on 19/10/2023).
- Small Grants Scheme, Free Training and Growth Programmes (sent to 'Business Contacts' on 26/10/2023).
- Love Your Town Grant Scheme (sent to 'Business Contacts' on 30/10/2023).
- Firework Weekend | Fawkes in the Walks 2023 (sent to 'Visitor Contacts' on 02/11/2023).
- Hunstanton Observatory - How to Hire the Venue (sent to 'Business Contacts' on 16/11/2023).
- Christmas Events in West Norfolk 2023 (sent to 'Visitor Contacts' on 16/11/2023).

We uploaded the following new content on the *Visit West Norfolk* website during this time too:

October Half-Term Activities in West Norfolk 2023 [published 16/10/2023]: [www.visitwestnorfolk.com/news/october-half-term-activities-in-west-norfolk-2023/](http://www.visitwestnorfolk.com/news/october-half-term-activities-in-west-norfolk-2023/)

Promoted 12 attractions and 13 events taking place during October half-term.

Christmas in West Norfolk 2023 [published

02/11/2023]: [www.visitwestnorfolk.com/news/christmas-in-west-norfolk-2023/](http://www.visitwestnorfolk.com/news/christmas-in-west-norfolk-2023/)

Features 61 festive events taking place in west Norfolk including Santa's Grottos, Christmas markets and wreath workshops.

Updated: Free Things To Do in West Norfolk | Autumn

2023: [www.visitwestnorfolk.com/news/free-things-to-do-in-west-norfolk/](http://www.visitwestnorfolk.com/news/free-things-to-do-in-west-norfolk/)

[updated 16/11/2023 to include new free events between November – December 2023].

West Norfolk theatre discovers Medieval Stage where Shakespeare is said to have performed: [www.visitwestnorfolk.com/news/st-george-guildhall-shakespeare-discovery/](http://www.visitwestnorfolk.com/news/st-george-guildhall-shakespeare-discovery/)

[published 07/11/2023]. Published before, and in support of, The One Show BBC One coverage of St. George's Guildhall on 07/11/2023.

We also created and uploaded the following social media posts during this time:

o **Social media posts about our blogs:**

- \* 'Halloween in West Norfolk 2023' [blog post].
- \* 'Fishing in West Norfolk' [blog post].
- \* 'Fear and Haunting in West Norfolk' [blog post].
- \* '13 Haunted Locations in and around King's Lynn' [blog post].
- \* 'October Half-Term Activities in West Norfolk 2023' [blog post].
- \* 'Free Things To Do in West Norfolk – Autumn 2023' [blog post].
- \* 'Strange Stroll in King's Lynn' [blog post].
- \* 'Nature Reserves and Wildlife Parks in West Norfolk' [blog post].
- \* '20 Historical Figures with Connections to West Norfolk' [blog post].
- \* 'Christmas in West Norfolk 2023' [blog post].

o **Social media posts about local events:**

- \* Fear in the Fens [event in King's Lynn].
- \* Fawkes in the Walks [event and its rescheduling details].
- \* Halloween list of events, including the special weeklong edition of our '#FeatureFriday' posts highlighting extracts from supernatural publications mentioning west Norfolk, including exclusive content for the new 'The Ghosts of King's Lynn and West Norfolk' book by Dr. Paul Lee.
- \* St. George's Guildhall Discovery – we live tweeted during The One Show evening coverage on 07/11/2023 to serve as a main point of interest for those searching for more information after seeing the BBC1 special feature.

o **Social media posts about general tourism themes:**

- \* Newsletter sign-up.
- \* October Half-Term.
- \* Safe and Responsible Travel.
- \* Rainy Day Activities.
- \* Cycling Routes
- \* Rover Tickets
- \* Coastal Walks.
- \* History and Heritage.

We continue to upload events to the Visit West Norfolk website event listings and to proactively contact tourism businesses who are not yet featured on the Visit West Norfolk website for future inclusion.

Finally, we were recently granted authorisation by the BCKLWN ICT Working Group to use the following two programs of software on an initial short-term subscription trial basis, with the aim to better enhance, inform and grow our future promotional interactions with potential visitors to west Norfolk:

Snapsea ([www.snapsea.io](http://www.snapsea.io))  
Huq Industries (<https://huq.io>)

- User Generated Content Platform.  
- Visitor Mobility Measurement Platform.

## **Events**

This is generally the quiet before the storm of Christmas. However, the storm of Ciaran put pay to any respite for the events and parks team. Despite a great deal of hard work the storm won and Fawkes on the Walks had to be postponed. However, they didn't give up, and after a serious amount of hard work and re-organisation, the event was staged on 10<sup>th</sup> November, a week late.

We estimate that we had over 18,000 residents once again and the event went off without any issues. It is a testament to the quality of the planning and organisation that the only minor casualty on the night was a young child who reported with some ash in the eye. All washed out and sorted (no pun intended).

The parks and events team are to be highly commended for their dedication and commitment to this event which has now become such a staple for West Norfolk. Whilst it costs us to stage it, let's remember this was staged to reduce the number of private displays, the cost to residents, the cost for us to clean up random fires and the impact on A&E.

Christmas next.

## **Culture and Heritage**

We have seen increased numbers again and more involvement by schools and colleges at the Guildhall.

Exhibition Heads and Tails closed after a highly successful run. It's the first time both galleries have been used in tandem in over a decade and the exhibition was referred to in country life as 'unmissable'. The Shakespeare Gallery also had a brilliant exhibition by King's Oak School.

The Guildhall still is national and international news. Following the coverage reported last month in which over an estimated 200 million people engaged with the story of the floorboards the Guildhall story was on the One show 7<sup>th</sup> Nov on BBC, in conjunction with the celebration of the 600<sup>th</sup> anniversary of the first print of Shakespeare's folio of work. This can still be viewed on the BBC iplayer.

Dragon Fest on 4<sup>th</sup> November was a huge success with dragons, face painting, live animals, weaponry displays, archery, hot food and drink, dragon trails, shows and

cinema viewings. Just under 700 people (670) attended the event during the day with many calls for it to become an annual occasion.

Currently the KL Players are in the Guildhall doing Wizard of Oz.

## **Leisure**

Lynnsport has been as busy as ever.

**ACTIVE COMMUNITY** – In October we had a Community and Sports Development audit undertaken by Right Directions who sent their lead Quest Assessor. The audit covered:

1. Contribution to Health and Wellbeing
2. Engaging with Children 0-11 years
3. Increasing Participation and Reducing Inactivity
4. Partnerships and Collaboration
5. Active Community Outcomes
6. Talent Development in Sport

The feedback was superb. The auditor said:

*“He had never seen a delivery team so well embedded in an organisation”.*

*“The quality and range of programmes and partnerships are superb”.*

*“Whilst not a scored audit, if we were to do Quest it would be a max score as its hard to find fault”.*

*“The only feedback he could offer would be adding a cherry on the top”.*

The audit was commissioned to review progress of the Active Community Team since a change of direction 2 years ago. We are very pleased with the progress the team have made and the impact it is having in the community through our variety of programmes including:

- Active Community
- Active Schools
- Kings Lynn Gymnastics
- Kings Lynn Community Football
- Active Now Exercise Referral and our range of health programmes and partnerships.

The Active Community programme has seen a range of free programmes offered around the borough away from AWN leisure sites. The funding for these programmes finishes in December 2023 but due to the success the Health and Wellbeing Partnership have asked for proposals to extend the funding and keep programmes running which they are currently reviewing.

Through the Active Now programme which is a county wide exercise referral programmes we have over 120 referrals and funding confirmed to support the first 200. We have also now received £37k to support falls prevention in the borough and we will be rolling out a new programme from January for 10 week programmes at AWN sites and 4 community venues including Fairstead, Watlington, Marshland and Snettisham.



8 gymnasts attended a 3-day training camp at Yate International Gymnastics centre. The training camp was led by national coaches, many of whom have gymnasts representing GB at international level, with world and European titles. This was the first time we have attended a training camp of this quality, and the training received by the gymnasts and coaches was “amazing”.

We attended the Norfolk FA football awards to pick up our FA Grassroots Award for Most Positive Football Environment in Norfolk recognising the range of programmes and culture within our programme.

We launched a new programme in partnership with the 8:56 Foundation called **Time to Talk Football**. The programme supports men’s mental health through a 6-a-side league on a Friday night. Players score goals for their off the pitch work maintaining a well-being log, completing wellbeing challenges and checking in with their KLCF Coach each week. These goals are then combined with their on the pitch scores to provide a league table. The 8:56 Foundation are present each week to provide players with any specific support and also cover the costs of all training. Wellbeing training is offered to all players and each team alongside their captain have a ‘Wellbeing Captain’ who undertakes formal Mental Health First Aid Training.

The first night saw 70 people sign up and we have now reached our season 1 max of 80 with a waiting list in place.

The Sport England commissioned Moving Communities Survey found AWN customer satisfaction, preference for attending venue for exercise and cleanliness all well ahead of national averages. The report also detailed a breakdown of the Social Value of AWN’s work over the last 12 months and at our leisure sites this equated to £4.6m, split into:

Physical and Mental £938,435  
Subjective Wellbeing £3,242,376  
Individual Development £25,965  
Social and Community £1,025,821

This is quite new data and does not account for the work AWN do on the Arts and Entertainment side or community programmes.

This financial impact analysis is very useful when justifying the cost of the active leisure delivery in West Norfolk.

The Corn Exchange team have also been as busy as usual.

Cinema:

The cinema has been well attended with a number of main releases including Barbie and Killers of the Flower Moon! Silver, Autism and Dementia screenings have all continued to sell well. The Dementia screening will, from now until March, be all the old MGM films.

Taylor Swift live screening coming up and comedian Kevin Bridges.

Toddler Tuesday, Birthday parties and cinema parties all going strong.

The November film festival in conjunction with the Community Cinema Club begins later this month.

Theatre:

The Corn Exchange shows are booking well. In September and October ticket sales were up 5% & 38% higher revenue on pre-covid levels. We were also 10% higher than the theatres we benchmark against. 25% have been new customers also.

The Mousetrap was a huge success. We needed 3500 customers to break even and ended up with 4600 through the door which worked out at 82% capacity.

The Corn Ex new brochure is being published in November. This is for Dates up to the end of April 2024 and will include the Guildhall.

Part of our health & Wellbeing we will be offering an Audio Descriptive performance for The Mousetrap and Pantomime. We have brought in a specialist company called Vocal Eyes who work in many theatres. They supply headphones and person to narrate what is happening on stage for those who require the service. We are working closely with Vision Norfolk who are extremely pleased we are providing this as the only venue doing this in Norfolk is the Theatre Royal in Norwich. There will also be a "Touch Tour" for customers to go on stage and touch the cast and the set so they can have a feel for what is happening.

## **2 Forthcoming Activities and Developments.**

I will be attending many more events over the coming month and have scheduled countless meetings in order to give me sufficient knowledge to enable me to lead on this portfolio.

## **3 Meetings Attended and Meetings Scheduled**

I have had numerous meetings with officers and outside bodies

Officers

Oliver Judges  
Geoff Hall  
Duncan Hall  
Martin Chisholm  
David Morton  
Philip Eke  
Bethany O'Brien  
Philip Bayfield  
Jemma Curtis  
Tim Fitzhigham  
Honor Howell  
David Ousby

Michelle Drewery  
Abigail Rawlings

Outside bodies

Civic Society  
Hunstanton Action Group  
Marriot's Warehouse Trust  
Conservancy Board

I have regular scheduled meetings with most of the above officers and will continue to meet and fact find with outside bodies including those already met with.

## CABINET MEMBERS REPORT TO COUNCIL

### Date of Council Meeting

**COUNCILLOR ... - CABINET MEMBER FOR ...**

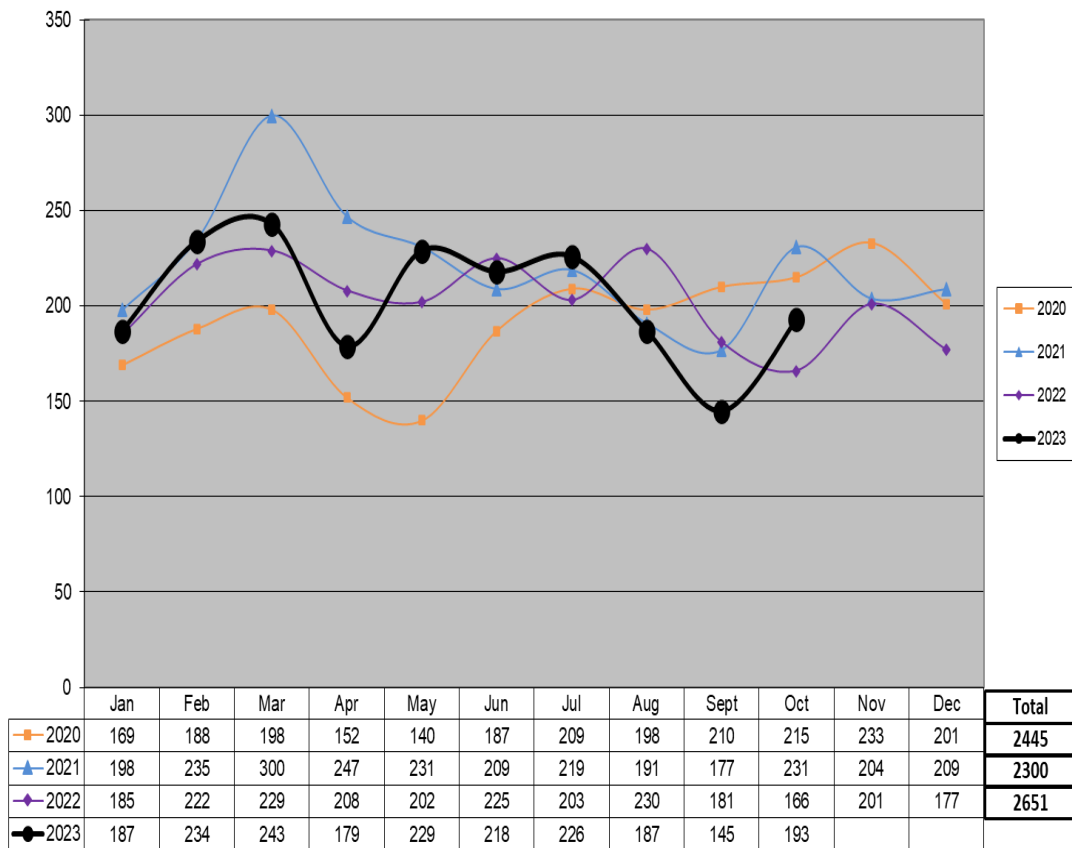
For the period ... to ...

### **1 Progress on Portfolio Matters.**

#### **Planning and Discharge of Conditions applications received**

There was an increase in Planning and discharge of condition applications in October, 193. Total application numbers at the end of October are exactly the same as last year.

Planning and discharge of condition applications received



### **Progress with recruitment**

Planning Control – the South Team Graduate Planner post has been offered and we are waiting for a start date.

Planning Policy – Claire May, the Planning Policy Manager, retires on 30 November 2023, and we are currently looking to get a suitable date to interview shortlisted applicants. Interviews have also taken place on the 9<sup>th</sup> and 15<sup>th</sup> November for a new Assistant Planner.

Planning Enforcement – the Customer Support Officer post has been offered and we are waiting for a start date.

### **Major and Minor dwelling applications and householder applications received comparison**

	1/11/20 – 31/10/21	1/11/21 – 31/10/22	1/11/22 – 31/10/23
No. of Major dwelling applications rec'd	29	17	16
No. of Minor dwelling applications rec'd	338	300	284
No. of Householder applications rec'd	910	779	643
<b>Total</b>	<b>1277</b>	<b>1096</b>	<b>943</b>

\*Minor dwelling applications = up to 10 units Major dwelling applications = over 10 units

### **2022/23 performance for determining planning applications 1/11/22 – 31/10/23**

#### **National target Performance**

<b>Major</b>	60%	88%
<b>Non – Major</b>	70%	90%

### **Appeal Performance – decisions made by The Planning Inspectorate 1/11/22 – 31/10/23**

	<b>Dismissed</b>	<b>Allowed</b>
Planning appeals	35 67%	17 33%
Enforcement appeals	5 100%	0 0%

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 National Planning Policy Framework (NPPF).

### **Revenue income 2023/24**

As part of budget monitoring the projected income for planning and discharge applications has been adjusted from £1,600,00 to £1,100,000 and the figures in the table below reflect the revised projected income.

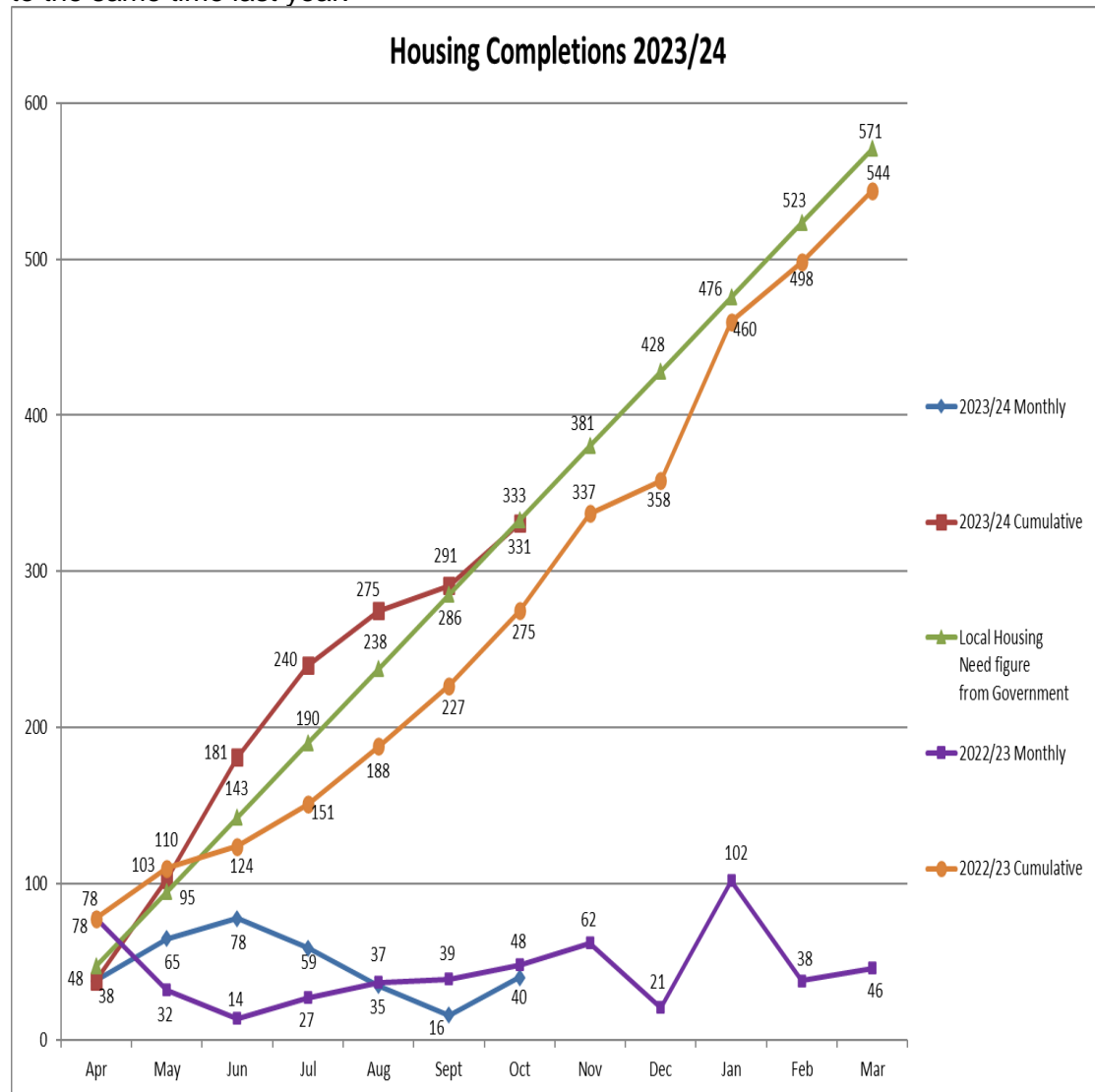
Planning fees are scheduled to increase, potentially by the end of 2023. Fees for Major applications will increase by 35% and Non-Major applications by 25%. Pre-

application fees will also increase as they are based on a percentage of the planning fee.

Projected	Actual	Variance with projected
April 23 – Oct 23	April 23 – Oct 23	
£641,667	£624,237	-£17,430

### Housing Completions

40 houses completed in October. Currently completions are down 2 on projected based on a local housing need figure from Government of 571 and 56 up compared to the same time last year.



### Planning Control update

Claire Wiggs (Senior Ecologist) provided Biodiversity Net Gain (BNG) training to Planning Committee on 1<sup>st</sup> November 2023. Further training on appeal costs and Part Q (agricultural barn conversions) is scheduled for 29<sup>th</sup> November 2023. The Levelling Up and Regeneration Act received Royal Assent on 26<sup>th</sup> October 2023.

The provisions relating to planning control and enforcement will come into force on 26<sup>th</sup> December 2023 and Members will be briefed in due course.

**CIL Update** – A Special Meeting of the Cabinet is considering the recommendations of the Community Infrastructure Levy (CIL) Spending Panel for applications for projects over £30,000 on 20<sup>th</sup> November 2023. In preparation for CIL Spending Applications for 2024, the CIL Spending and Governance Policy document and Terms of Reference have been amended to reflect the comments of the CIL Spending Panel and will be considered by Cabinet on 5<sup>th</sup> December 2023. The next round of applications will open on 1<sup>st</sup> January 2024.

### **Local Plan Update**

The consultation on the additional evidence base finished on 20 October 2023. A total of 51 representations were received with a total of approximately 450 comments. The representations are in the process of being summarised and will be sent to the Inspectors for their consideration. A summary of the representations received will be the subject to a report to the Local Plan Task Group on the 22 November 2023.

A few sites have been submitted for consideration as part of the ‘Call for Sites for Traveller Sites’ which is due to finish on the 10 November 2023. Officers are in the process of assessing these and will be subject of a future report.

### **Neighbourhood Planning Update**

Since summer 2023, throughout the Borough there has been significant progress with neighbourhood planning. As of July 2023, there were 14 “made” (adopted Plans in force).

Since July 2023 several other Neighbourhood Plans are actively coming forward through the process. Details are set out as follows (as of 8 November 2023).

### **Recently “made” Neighbourhood Plans**

	<b>Current position</b>
Burnham Market Neighbourhood Development Plan 2022-2036	Passed at referendum, 21 September 2023; “made” <b>26 September 2023</b>
Stoke Ferry Neighbourhood Plan 2022-2036	Passed at referendum, 24 August 2023; “made” <b>29 August 2023</b>

### **Emerging Neighbourhood Plans**

	<b>Current position</b>
Downham Market Neighbourhood Plan	1 <sup>st</sup> draft Plan (Regulation 14) consultation October/ November 2021 – preparation subsequently stalled; Plan submission anticipated <b>2024</b>
Gayton and Gayton Thorpe Neighbourhood Plan 2019-2036	Decision Notice issued 19 September 2023; due to go to referendum, <b>9 November 2023</b>
Grimston, Pott Row, Roydon and Congham Neighbourhood Plan 2017-2036	Examination commenced August 2023; anticipated to finish in <b>early 2024</b>
Marshland St James	“Call for sites” December 2023; 1 <sup>st</sup> draft (Regulation 14) version Plan anticipated for publication, <b>spring/ summer 2024</b>
North Wootton Neighbourhood Plan 2022-2036	Submitted, 12 September 2023; followed by pre-examination (Regulation 16) consultation, due to finish <b>24 November 2023</b> (examination to commence early-2024).

Old Hunstanton Neighbourhood Plan 2021-2036	Examiner's report published 3 July 2023; subsequent consultation on Proposed Modifications of the Examiners Report (proposed deviation from Examiner's Recommendations) finished <b>18 October 2023</b> .
	Decision Statement to be finalised November 2023, allowing Neighbourhood Plan to go to referendum in <b>early 2024</b>
Pentney Neighbourhood Plan	1 <sup>st</sup> draft Plan (Regulation 14) consultation March-May 2023; Plan submission anticipated <b>2024</b>
Ringstead Neighbourhood Plan	Preliminary draft Plan subject to consultation with Environment Agency/ Historic England/ Natural England (March/ April 2023), regarding Strategic Environmental Assessment/ Habitat Regulations Assessment – further work needed before publication; 1 <sup>st</sup> draft Plan (Regulation 14) consultation anticipated <b>2024</b>
Watlington Neighbourhood Plan 2019-2036	Decision Notice issued 16 October 2023; due to go to referendum, <b>7 December 2023</b>
In addition, several other Parishes are designated Neighbourhood Areas, but progress with plan-making is unknown or at an early stage	Dersingham; Great Massingham; Ingoldisthorpe; Outwell; Shouldham; Syderstone; Tilney St Lawrence; Walpole; Walpole Cross Keys (review of 2017 Neighbourhood Plan); West Dereham

The Gayton and Gayton Thorpe Neighbourhood Plan passed at referendum, it is expected this will be “made” (adopted) by the time the Full Council meets (23 November 2023).

### **Town Deal Project Updates**

#### **Riverfront Regeneration:**

Graeme Massie Architects (GMA) has been further developing the Royal Institute of British Architects (RIBA) Stage 3 designs for the Custom House and Devils Alley areas of the Riverfront site to enable the cost plan to be built and tested further. We have provided further detail of potential set up for the Custom House with exhibition space at ground floor. We believe this space would be best set up as a light Food and Beverage (F&B) offering, with exhibition at the first floor but layouts can be reconfigured for special occasions.

In the past month we have progressed consultation with the borough's conservation officers and planners, with the Environment Agency and with the borough's insurers. The project costs however are being reviewed for the project as a whole, and the budgets are being rebalanced to as necessary whilst still ensuring the outcomes of the Town Deal Funding are met.

Work is progressing on developing the stakeholder management plan and public consultation work for the events/cultural uses of the Riverfront using a placemaking specialist, We Group. The stakeholder mapping has been prepared in draft and is being reworked to take on board comments.



**Rail to River:**

Art Trail: the designs for 2 pieces of artwork have been developed. The Grey Goose Feather will be located at the railway station forecourt and the River will be mounted on the St James Swimming Pool building façade wrapping round the building from the car park to Blackfriars Street.

The artwork planning applications have both been submitted as has the Network Rail license for the feather artwork. Installation is scheduled for February/March 2024.

The digital sign located at the railway station has been delayed waiting for the screen to arrive from China but will be available shortly. We are working with the comms and tourism team to create some initial content and protocols for content creation with the operations team taking over the running of the sign when works are complete.

Purfleet Street arch and the pop ups/street furniture designs are complete and the borough planning application and Norfolk County Council (NCC) licensing applications have all been consented.

The licenses with the building owners for the archway are in progress. Both have consented in principle but Ben Warren Properties has recently applied for planning consent to convert the upper floors of Cashino into apartments and are now objecting to the pop-ups street furniture locations in the turning circle and using license agreement as leverage for a change.

These schemes have been presented to the Public Realm Working and Repurposing Group.

Overall, the project is still just within budget but the ongoing application of interim PM fees which are being attributed to the project is now taking it over and so costs are being reviewed again.

## CABINET MEMBERS REPORT TO COUNCIL

23 November 2023

### **COUNCILLOR TERRY PARISH – LEADER OF THE COUNCIL**

For the period 19 October to 23 November 2023

#### **1 Progress on Portfolio Matters.**

An unusual month or so as we had the Local Government Association (LGA) peer review immediately before last council and some LGA training / consultation for Cabinet and group leaders between then and now. Perhaps the most significant benefits of both is a chance to compare and contrast approaches to council functions and the people which provide them, including councillors. More will emerge about outcomes of the review when the report is published and the action plan written.

Continuing the theme of talking to people I have continued regular meetings with Independent Leaders which enables discussions with people across the country. Increasing difficulties with homelessness was a fairly common thread though it was linked to rehousing asylum seekers rather than the emerging issues of mortgage defaulting. The former is causing major problems along the south coast. River flooding, after heavy rain, challenged areas to the north and west of us though part of Somerset, susceptible to such flooding, apparently escaped due to investment after previous floods. I kept an eye on potential local flooding as Fring, in my ward, suffered several winters ago. Local maintenance of ditches etc seems, I hope, to have solved that although water extraction rates by Anglian water could have something to do with it. There are concerns that a very neglected pond poses a potential risk to future flooding

That brings me to several environmental matters I am involved in both as Ward member and as Leader. The Heacham River is one of the chalk streams which has suffered in recent years and I hope to be working with local landowners, councils, and the Norfolk Rivers Trust (possibly with Anglian water joining in) to improve matters. The river reaches The Wash at Heacham South Beach and sea water quality there remains poor (over the rolling average) which is of Borough as well as local concern and I have continued meetings with the EA and AW about that. The river enters the sea under the shingle ridge which was debated at last Council and I did write to The Secretary of State and the Environment Agency reiterating this Council's concerns about flood defence funding (countersigned by both other Leaders and the portfolio holder for the environment (coastal). I copied in James Wild MP as his constituency contains those coastal areas. When I get responses

from anyone, I will inform Council of them.

Sea water quality, lack of, particularly off Heacham Beaches was the subject of an EA /AW/RSPB and Creh Analytical Ltd, meeting. It boiled down to, 'there is no smoking gun', 'further investigative work will continue', and how to move forward. This will also be subject to debate at a CPP meeting after I write this. There is likely a need for public consultation and I will await further developments before commenting further. A meeting with AW at Heacham Waste water Treatment Works, also attended by the EA, Heacham Parish Cllrs, and James Wild MP convinced, I think, attendees that sewage did not escape from that infrastructure. However, concerns were still raised about operations at pumping stations which serve Heacham Waste Water Treatment Works and I have received complaints about leakage from local pipes, one anecdotal, one acknowledged by AW as due to overloading of a local pump in heavy rainfall.

I can't avoid the sea and was on the stage for the Port Evo (wash barrier) meeting at the Princess Theatre, Hunstanton. Every seat was taken and I was told over 60 people were turned away at the door. The promoter of the scheme was scheduled to speak last (his demand) and it proved to be an error of sorts. He did say a sentence to open the talks, 'We are not building a barrier'. His full presentation at the end contradicted this. I spoke for the Borough and, before some people go hysterical, I stated that we had no position as we did not have sufficient information. I did give a list of questions we needed the answers to. Other speakers, on fishing, ports, biodiversity, oceanography, did have sufficient knowledge to 'condemn' it. Cllr Bullen spoke on behalf of the King's Lynn Port Authority and he did it well. Anyway, 5+ years of investigations to see if it can be done without causing problems. 3 to 5 years building the port connected to Lincolnshire. Phase 2, consideration of joining to Norfolk – the full barrier.

The Borough will have to ensure it considers all the questions that this proposal generates and I had the problem on a list way back in June. There will be a task group of some sort looking at the particular impacts on West-Norfolk of changes to sea level, mitigation and control measures, environmental impacts, tourism considerations, housing stock and developments, etc. From an initial idea for Cabinet Task Group, I am now moving towards a consideration of a joint panel working party which can co-opt external local bodies to contribute.

Changing tack, though it could be related to matters above, I attended and made a (very small) contribution to a Business Continuity Exercise which placed key officers in modelling conditions which could curtail council activities. They revolved around escalating weather conditions both in the winter and summer. It was pleasing to find that, as things got worse, officer responses got better.

A meeting of the West Norfolk Transport and Infrastructure Steering Group proved informative. It discussed progress, or rather lack of it, on the A17/A47 Pullover junction at King's Lynn. The Dept for Transport has dropped its traffic forecasts and reduced the Benefit to cost ratio to low for a flyover option –

preferred by NCC. A traffic signal upgrade has a high benefit to cost ratio but is not what is really needed and NCC would have to fund it all. A fall out from HS2 cancellation is awaited and a further technical study will be done. A review of many projects in the group's remit indicated no significant concerns with most RAG ratings in the green, some in amber but managed, no red. The Ferry remains problematic as impossible to get external funding for improvements when current service has to be subsidised.

A second meeting with Liz Truss MP proved, potentially, useful. Planning matters as they relate to national practice were both reiterated and expanded with how public enquiries are funded part of the discussion. She will be taking concerns to the relevant Minister. I also brought up Levelling Up 3 Funding and indicated that Downham Market might like to consider possible options,

## **2 Forthcoming Activities and Developments.**

Norfolk Public Sector Leaders Board  
WN Prosperity Funding Partnership Group  
Transport East  
Corporate Performance Panel  
Norfolk Coastal Forum  
Environment and Community Panel  
Conservative Leader/Leader Weekly Meeting  
Annual Plan 2023/24  
Sedgeford Parish Council REPORT ONLY  
LGA Leadership Academy in Coventry  
LGA Leadership Academy in Coventry  
Statement of Accounts Briefing/Training  
Special Cabinet re CIL  
Peer Review Staff Feedback Session  
Heacham Parish Council  
Local Hero Awards – Future Sponsorship  
Local Plan Task Group  
Cabinet Budget Development Session

## **3 Meetings Attended and Meetings Scheduled**

LGA Independent Leaders Meeting  
Independent Leaders/Labour Leaders Weekly Catch Cabinet Briefings  
Anglian Water/EA Site Meeting  
Unison  
Fring Estate Site Meeting  
Biodiversity Net Gain  
Heacham Bathing Water Quality Meeting  
Independent Partnership and Labour Group meeting

LGA Pre-meet  
Business Continuity Exercise Metis 23 Pre-briefing  
West Winch Rail Station Member Briefing  
Cabinet meetings  
Conservative Leader/Leader Weekly Meeting  
Port Evo preliminary meeting  
Equality Training for Members  
WN Transport & Infrastructure Steering Group  
Liz Truss MP  
Wash Barrier Presentation (Hunstanton)  
LGA Meeting  
LGA Independent Council Leaders Meeting  
LGA Leadership Development Session  
Draft Directorate Plan meeting  
LGA Group Leaders Engagement Session  
Metis 23 Business Continuity Exercise  
Cabinet Budget Development Briefing  
Labour Leader Meeting  
Joint Member Briefing – West Winch/Hunstanton