

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK****ENVIRONMENT AND COMMUNITY PANEL**

**Minutes from the Meeting of the Environment and Community Panel held on  
Tuesday, 2nd April, 2019 at 6.00 pm in the Council Chamber - Town Hall,  
Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillors C Sampson (Chairman), L Bambridge,  
Mrs C Bower, A Bubb, Mrs S Collop, M Hopkins, T Parish,  
J Westrop and Mrs M Wilkinson

**Portfolio Holders:**

Councillor I Devereux – Portfolio Holder for Environment  
Councillor Mrs E Nockolds – Portfolio Holder for Culture, Heritage and  
Health

**Officers:**

Sarah Dennis – Partnership and Funding Officer  
Lorraine Gore – Deputy Chief Executive  
Ged Greaves – Senior Policy and Performance Officer  
Honor Howell – Assistant Director

**EC101: APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Fraser and  
Hodson.

**EC102: MINUTES**

**RESOLVED:** The Minutes from the previous meeting were agreed as a  
correct record and signed by the Chairman.

**EC103: DECLARATIONS OF INTEREST**

Councillors Bubb, Bambridge and Sampson declared an interest as  
they were involved in organisations that had signed up to West Norfolk  
Wins.

**EC104: URGENT BUSINESS**

There was none.

**EC105: MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

There was none.

**EC106: CHAIRMAN'S CORRESPONDENCE**

The Chairman informed those present that EC109: Littering and Dog Fouling Review had been withdrawn from the Agenda and would be presented to the Panel at a future date.

**EC107: QUARTER 3 2018-2019 CORPORATE PERFORMANCE MONITORING REPORT**

The Senior Policy and Performance Officer presented the report which contained information on the corporate performance monitoring undertaken during Q3 2018-2019. The Senior Policy and Performance Officer highlighted the following:

- CE5 – Spend on Bed and Breakfast Accommodation. Spend for the previous quarter had exceeded the total spend for the previous financial year. The launch of accommodation at Broad Street would take place during quarter 4 and the impact of this would be monitored.
- CO7 – Number of brown bins in use for composting. A recent data cleansing operation had identified duplicate records resulting from an IT system error.
- CC7 – Time taken from first visit to completion of work on Disabled Facilities Grants and CC8a – Time taken from first visit to completion of work on Adapt passported cases. These indicators had been highlighted to the Panel at a previous meeting as they were not meeting target. The Senior Policy and Performance Officer explained that performance had improved and the target had now been exceeded.

The Chairman thanked the Senior Policy and Performance Officer for his report and invited questions and comments from the Panel, as summarised below. The Chairman commented that Care and Repair was a very important service, which helped lots of people, and he was pleased that it was performing well.

Councillor Bubb asked if brown bins could be offered at a second bin for half price. The Portfolio Holder for Environment, Councillor Devereux explained that he would investigate if it would be financially viable.

The Portfolio Holder for Culture, Heritage and Health, Councillor Nockolds referred to the indicators relating to Health and Wellbeing. She explained that Housing Officers were now available at the Hospital for referrals before people were discharged from Hospital. She explained that this had been successful in helping people earlier, before they got home.

In response to a question from the Chairman, Members of the Panel agreed that the quarterly updates were useful and kept the Panel informed on performance within their remit.

**RESOLVED:** The Panel reviewed the performance monitoring report and agreed the actions outlined in the action report.

EC108: **REVIEW OF THE WEST NORFOLK WINS LOTTERY**

The Partnership and Funding Officer and the Deputy Chief Executive provided the Panel with an update on the West Norfolk Wins Lottery. A presentation was given to the Panel, as attached.

The Chairman thanked officers for their presentation and invited questions and comments from the Panel, as summarised below.

The Vice Chairman, Councillor Bambridge asked if there was a time limit on organisations being signed up as a good cause if they were not raising any money. The Partnership and Funding Officer explained that when organisations signed up they did commit to sell a certain number of tickets.

The Partnership and Funding Officer explained that there were two meetings planned; one was the Lottery Network Forum which Gatherwell administered and all Gatherwell lottery members were invited to so that issues could be raised and good practice shared. This was being hosted in King's Lynn in April. The Council was also holding two workshops at the end of May for those that were registered as good causes, specifically those causes that had not sold many tickets, to encourage them to promote their cause more.

Councillor Mrs Collop referred to the funds available for the West Norfolk pot. It was explained that users could pick a particular organisation to benefit from their ticket, or they could choose the West Norfolk pot. A portion of all ticket sales also went into the West Norfolk pot. This money then went into the financial assistance scheme to help organisations in West Norfolk. Organisations applying for funding would be required to meet certain criteria.

Councillor Bubb informed those present that email reminders were sent when your tickets were about to run out.

The Portfolio Holder for Culture, Heritage and Health, Councillor Nockolds commented that she felt that the Lottery was working really well and was a good way to supplement the financial assistance scheme and help good causes in West Norfolk. She commented that organisations that had only raised a small amount were still pleased as it was additional money to their cause. Councillor Nockolds commented that the Lottery could also be used as an alternative to

raffles as it was a simple way for community groups to get involved and raise money.

Those present were informed that gift vouchers could also be purchased. The purchaser could select the good cause to benefit or could allow the recipient to choose.

The Chairman commented that now he had seen that the Lottery was working and how good causes had benefitted he was supportive of the Lottery and commented that it was working better than he had anticipated.

**AGREED:** (i) The update was noted.  
(ii) A further update be brought back to the Panel in 12 months time.

EC109: **ITEM WITHDRAWN - LITTERING AND DOG FOULING REVIEW**

This item had been withdrawn and would be brought back to the Panel at a future date.

EC110: **WORK PROGRAMME AND FORWARD DECISION LIST**

Members of the Panel were reminded that an eform was available on the Intranet which could be completed and submitted if Members had items which they would like to be considered for addition to the Work Programme.

**RESOLVED:** The Panel's Work Programme was noted.

EC111: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on Tuesday 4<sup>th</sup> June 2019 at 6.00pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

**The meeting closed at 6.40 pm**