

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**CABINET DECISION SHEET**

**Decision Sheet from the Meeting of the Cabinet held on Tuesday, 8th January, 2019 at 5.30 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor B Long (Chairman)  
Councillors A Beales, R Blunt, I Devereux, P Hodson, A Lawrence, Mrs K Mellish  
and Mrs E Nockolds

1 **MINUTES**

**RESOLVED:** The Minutes of the Meeting held on 13 November 2018 were approved as a correct record and signed by the Chairman.

2 **URGENT BUSINESS**

None

3 **DECLARATIONS OF INTEREST**

None

4 **CHAIRMAN'S CORRESPONDENCE**

The Chairman had received correspondence from Councillor Moriarty on the scheme of delegation item which he would refer to when the item was discussed.

5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillor Mrs S Fraser attended for the Custom and Self Build item under Standing Order 34.

6 **CALLED IN MATTERS**

None

7 **FORWARD DECISIONS**

The Forward Decisions list was noted.

8 **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

None

9 **COUNCIL TAX SUPPORT SCHEME 2019/2020 FINAL SCHEME**

**RECOMMENDED:** 1) That the responses from the Council Tax Support scheme consultation at Section 3 and Appendix B to the report be noted, and

2) That the draft Council Tax Support scheme be approved as the final Council Tax Support scheme for 2019/2020

**Reason for Decision**

To ensure a Council Tax Support scheme for 2019/2020 is agreed by full council by the deadline

10 **FINANCIAL ASSISTANCE SCHEME GUIDANCE**

**RESOLVED:** 1) That the addition of Social Enterprises and Community Interest Companies eligible to apply to the Financial Assistance Scheme be approved.

2) That delegated authority be given to the Deputy Chief Executive (S151 Officer) in consultation with the Portfolio Holder for Culture, Heritage and Health to approve future minor amendments to the eligibility and award criteria of the Council's Financial Assistance scheme.

**Reason for Decision**

To ensure the Scheme is completely inclusive.

11 **FIXED PENALTY NOTICES FOR FLY TIPPING AND DUTY OF CARE OFFENCES**

**RESOLVED:** That the level of penalty for these offences under the Environmental Protection Act 1990 to be set at:

- Section 33ZA (Fly tipping) £300 reduced to £200 if paid within 10 days.
- Section 34ZA (Household Duty of Care) £200 reduced to £150 if paid within 10 days

**Reason for Decision**

The council works in partnership with the other Norfolk authorities through the Norfolk Waste Enforcement Group (NWE). NWE is an officer level group with the aim of sharing good practice and, where

possible, aligning regulatory processes in the county. The level of penalties have been reviewed and agreed by NWEG.

12 **CUSTOM AND SELF BUILD ACTION PLAN**

**RESOLVED:** That consideration of the Custom and Self Build Action Plan be deferred for a cycle to ascertain whether the Regeneration and Development Panel had previously considered or wished to consider the item if they had not.

**Reason for Decision**

To give the Panel the opportunity to comment on the final version of the Plan if they had not.

13 **MINOR UPDATE TO THE SCHEME OF DELEGATION**

**RECOMMENDED:** 1) That Council approve the amended Scheme of Delegation  
2) That the Chief Executive, in consultation with the Leader be given delegated Authority to make minor amendments to the Scheme to resolve any anomalies which may occur.

**Reason for Decision**

To ensure that the Delegation Scheme mirrors the decision making structure

14 **POLLING DISTRICT AND PLACE REVIEW**

**RECOMMENDED:** That the Polling District and Polling Place Review Schedule attached to the report be adopted.

**Reason for Decision**

To ensure that the Council meets its statutory obligations.

15 **EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

16 **WEST NORFOLK PROPERTY COMPANY - GOVERNANCE AND BUSINESS PLAN**

**RECOMMENDED:** 1) That the Business Plan for West Norfolk Property Ltd (WNPL) be approved and delegated authority be granted to the Deputy Chief Executive (S151 Officer) to make amendments to the Business Plan in respect of recommendation 3 in consultation with the Portfolio Holders for Corporate Projects and Assets, Portfolio Holder for Housing and Community, Chief Executive, Monitoring Officer and Housing Services Manager

2) That the principle of retention for private rent of a minimum of 20% of the housing units developed by the Council on the large urban sites over 50 units as detailed in the report be approved.

3) That delegated authority be given to the Deputy Chief Executive (S151 Officer) to approve the amendments to the Articles of Association for WNPL as set out in the report in consultation with the Portfolio Holders for Corporate Projects and Assets, Portfolio Holder for Housing and Community, Chief Executive, Monitoring Officer and Housing Services Manager.

4) That delegated authority be given to the Deputy Chief Executive (S151 Officer) to agree the financing arrangements as detailed in the report in consultation with the Portfolio Holders for Corporate Projects and Assets, Portfolio Holder for Housing and Community, Chief Executive, Monitoring Officer and Housing Services Manager.

### **Reason for Decision**

To ensure that the Council has a suitable vehicle to hold, manage and develop private rented housing.

**The meeting closed at 6.50 pm**