

KING'S LYNN TOWN DEAL BOARD

MEETING MINUTES

Date Wednesday, 21 July 2021, 14:00	Location Via Microsoft Teams
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Attendees
Lorraine Gore, Michelle Drewery, Jemma Curtis, Sharon Clifton, Cllr Richard Blunt, Hannah Grimes, Robin Hanley, Thomas Humphries, Vince Muspratt, Andrew Stevenson, Alistair Cox, Frank Thompson, Graham Purkins (Chair), James Wild MP, Vicky Etheridge, Carly West-Burnham, Cllr Graham Middleton, Jim Major, Mike Gooden, Ian Parkes, Simon Morris,

Minutes	Actions
<p>1. Apologies</p> <p>Lisa Roberts, Nova Fairbank, Brenden Legrove, Emma Taylor, Howard Martin, Ian Bloxham, Nils Winkler, Hetty Thornton, James Fowler, Michael Baldwin, Cllr Elizabeth Nockolds, Lynn Collison, Duncan Hall</p>	
<p>2. Declarations of Interest</p> <p>None</p>	
<p>3. Introduction</p> <p>G Purkins advised that the aim of the meeting was to discuss next steps as a team since returning the signed Heads of Term offer from the Towns Fund and to ensure we are ready for formal approval of our final project list at the next meeting in August. He also advised that this was the opportunity for any questions, challenges and objections to ensure the Board are in an agreed and aligned position before the project confirmations are signed and submitted.</p> <p>G Purkins welcomed Ian Parkes from NCC who joined the meeting for Gyrotory project under item 5.</p>	
<p>4. Minutes of Previous Meeting – 11 June 2021</p> <p>The minutes of the meeting of 11 June 2021 were agreed as an accurate record.</p>	



5. Town Deal Update – Jemma Curtis

J Curtis presented slides containing the list of Town Deal Approved Projects and the need to decide which of the 8 projects to proceed with within the £25m envelope.

J Curtis advised that within the Active and Clean Connectivity package the Borough Council had decided not to proceed with the Parkway Road Bridge and that the most significant change was to the Gyratory, which with the removal of the Parkway bridge has meant the full estimated cost of the Gyratory scheme could be accommodated within the Active & Clean Connectivity package.

A detailed plan of the physical changes was requested and will be circulated.
(attached)

G Purkins asked for any comments on the proposed scheme from the Board to be submitted within a week so that there was opportunity for them to be addressed before the next TDB meeting.

J Curtis will be discussing the proposed changes with MHCLG and then the Board will be able to complete the final sign-off in August.

It was confirmed there will have to be an approval process for the proposed works within the Gyratory and it was also raised to be mindful of timing of works with other projects, for example, with any other highway schemes that may be delivered in the same period.

Multi-User Community Hub (MUCH)– the focus of this project is the relocation of the library and providing a flexible space for other providers to provide services to support skills, training and help to routes for employment.

V Muspratt advised that NCC are waiting on the outcome of the Community Renewal Fund in a couple of weeks and if that is successful, the funding will support the cost to develop the detailed business case.

A preferred site for the MUCH is identified, subject to the next phase of detailed feasibility. It was noted that the proposed site is of significant advantage and importance to the project and it is highly desirable to keep.

Towns Deal Proposed Projects – Guildhall

J Curtis answered a question on matching funding from J Wild and confirmed the remainder of funding would be an application to the Heritage Lottery Fund, if this is not

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<p>successful then the Borough Council has committed to underwriting match funding (subject to Cabinet approval).</p> <p>Cllr G Middleton updated the group on the meeting with the Guildhall project team held this week and the positive outcome and united working with a shared aim for the future vision of the Guildhall.</p> <p>J Wild asked about the Riverfront funding, J Curtis confirmed that the match funding is coming from the Business Rates Pool funding for the South Quay.</p> <p>G Purkins asked the Board for their provisional approval to move forward with this project list and it was agreed.</p> <p>The list will be formalised for final approval in the next meeting.</p>	
<p>6. Next Steps</p> <p>J Curtis reminded the Board of the timeline (within the circulated slides)</p> <p>G Purkins informed that a Local Assurance Framework is being created to outline the proposed structure and process for developing and signing off business cases. We will need to think about sub group interest for discussion at the next meeting and also advised of the need for additional independent champions, particularly for Skills and Active Travel.</p> <p>J Curtis confirmed that once the business case summary document has been submitted the process for payment will be within the next quarter on an annual basis.</p> <p>G Purkins advise that the draft communication and engagement plan will be brought to the next meeting. The key elements are Promoting our good work, Presenting the output (transparency), and engaging in Participation with stake holders and general public.</p> <p>J Wild expressed concern with misleading and unhelpful comments in the media and asked if councillors could be briefed. He also raised the question of considering additional expertise/resources.</p> <p>S Clifton reminded of the need to think about the side elements of projects, i.e the library and leaving the building empty and to be mindful to fill the gaps in communicating the intended future use to avoid speculation.</p>	

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<p>J Curtis confirmed that joint briefings will be organised and the website is in the process of being updated, where facts and frequently asked questions for each project will be provided to provide the public with accurate source of information.</p> <p>L Gore advised</p> <ul style="list-style-type: none"> - That recruiting for a Towns Fund Programme Manager was unsuccessful with no applicants, but she has had a conversation with New Anglia LEP about support for the project and V Muspratt from NCC has also offered some support. Some of the workload will be shared around other officers within the Borough Council who will take the lead on some projects. - That we have engaged external assistance and specialist advice to support the business case planning stage. - That additional assistance has also been offered on the Guildhall from NCC. - That there weres lots of questions at the R&D Panel last night hence the need to provide an update to all Members at the earliest opportunity. <p>G Purkins confirmed that the Board is intended to be independent, hence the importance of champions being outside of the council for each project and stressed the importance of the Communication and Engagement plan.</p> <p>V Muspratt advised he will liaise with L Gore following on from the New Anglia LEP conversation and he will get an update on the MUCH from Ceri Sumner.</p>	<p>Gibson/ Muspratt</p>
<p>7. Town Deal Sub-Groups – Feedback</p> <p><i>Vicky Etheridge – Public Realm & Repurposing Working Group</i></p> <p>There has not been a meeting since the last Board meeting but they are putting together options to put to the group in a couple of weeks’ time.</p> <p>G Purkins requested that D Pomfret is regularly included for an update on the School of Nursing on the agendas.</p>	
<p>8. Any Other Business</p>	

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None	
9. Date of next meeting 25th August 2pm	

Meeting closed at 15.20



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

