

KING'S LYNN TOWN DEAL BOARD

Date Friday, 14 January 2022 13:00	Location Via Microsoft Teams
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Attendees	
Board Members:	Michael Baldwin (Deputy Chair), Lorraine Gore, Andrew Stevenson, Cllr Richard Blunt, James Fowler, David Pomfret, Vicky Etheridge, Brendan Legrove, Cllr Nick Daubney, Carly West-Burnham (sub for Laura Skaithe-Knight on this occasion), Cllr Graham Middleton, Vicky Etheridge, Cllr Nick Daubney, Brendan Legrove, Rik Martin, James Wild MP, Bishop Jane Steen
Officer Leads:	Duncan Hall, Vanessa Dunmall, Gareth Brown, Hetty Thornton, Sharon Clifton, Ged Greaves, Michelle Drewery

Minutes	Actions
<p>1. Apologies</p> <p>Board Members: Graham Purkins, Laura Skaife-Knight, Lisa Roberts</p> <p>Officer Leads: Jemma Curtis, Vince Muspratt, Michelle Gant</p>	
<p>2. Declarations of Interest</p> <p>James Wild MP – Lives in the area covered by the Riverfront project.</p>	
<p>3. Introduction – M Baldwin</p> <p>M Baldwin welcomed everyone to the meeting, including new member Bishop Jane Steen who agreed to be the TDB champion for the MUCH project.</p>	
<p>4. Minutes of Previous Meeting – 15 December 2021</p> <ul style="list-style-type: none"> • The minutes of the meeting of 15 December 2021 were agreed as an accurate record. • Outstanding actions from previous meeting of 15 December: <ul style="list-style-type: none"> ○ GP to update on request for volunteers from the private sector to join the development steering group of the Norfolk Investment Framework. VE had offered after the last meeting of 15 December 2021. GP to formally confirm. ○ GP to circulate other towns' business case examples. 	<p>GP</p> <p>GP</p>



<p>5. Town Deal Board Membership update</p> <p><u>ACTION:</u> Agreed that GP provide an update at the next board meeting.</p>	<p>GP</p>
<p>6. Public Realm Final Business Case</p> <p>DH updated the board in the absence of JC.</p> <p>a) The independent appraisal had been completed in line with the LAF with no changes.</p> <p>b) The business case was ready for agreement by the board and DH invited questions before putting it to the vote.</p> <ul style="list-style-type: none"> ○ MD confirmed the feedback on subsidy control had been received and no concerns had been indicated. ○ VE confirmed to JW that the Public Realm public consultation would be going out on Monday, 17th January 2022 inviting people to comment on proposals for the inclusion of public art as part of the project. A workshop would be due in 4-6 weeks' time. ○ DH confirmed that he would provide JW with an update on the issues with the high street works. <u>ACTION:</u> DH to report back to JW. <p>c) MB invited the board to approve the Public Realm business case. All members present agreed and the business case was duly approved.</p>	<p>DH</p>
<p>7. Town Deal Project Status Report</p> <ul style="list-style-type: none"> • DH provided an update referring to a few amber rag ratings which had been added following government discussions before Christmas around timescales. He confirmed that the mechanism was in place for applying to extend timelines for business case submission, should the TDB determine to do this in the future. Caveats included: <ul style="list-style-type: none"> ○ acceptance of extension to be on a project by project basis ○ significant progress with the business case to be evidenced ○ genuine need for an extension to be evidenced ○ Expected extension likely to be no more than 2 months per project. • DH advised the board that the intention would be to work back from the deadlines on each project in order to highlight any need for an extension. • Concerns must be flagged three months before the deadline thus the work was needed as soon as possible. • There were currently two projects expected to need an extension – Town Centre Repurposing and Riverfront. DH confirmed that seeking extensions should not jeopardise securing funding and that he had no concerns over any significant delays. • Questions were invited: <ul style="list-style-type: none"> ○ ND expressed his concern with the amber rating of the Riverfront especially, expecting the project to be more advanced. Although reassured at this 	<p>DH</p>

<p>meeting he called for a realistic appraisal of each project to be presented to the board before an application was submitted. ACTION: DH agreed that each project would be carefully looked at and the Status Report would be presented accordingly at the next meeting.</p> <ul style="list-style-type: none"> ○ JW offered to help with contact with government where needed. DH thanked JW for the offer and advised that there were many challenges, although the process itself was straightforward and government were fully on board with the necessity for some project extensions. ○ RB confirmed he was now more confident following the recent meeting with BL and the project manager, Matthew Henry, at the Riverfront sites. ○ GM recommended that the Risk Register was reviewed and updated to highlight all concerns as the Board must be fully aware and be able to confidently reassure the public when needed. 	
<p>8. Town Deal Sub-Groups and Champions Feedback</p> <ul style="list-style-type: none"> ● Guildhall Advisory & Creative Hub <ul style="list-style-type: none"> ○ MB advised that the first draft of the business case was presented before Christmas, the group had provided comments and the draft was now back with officers for review. The updated draft was due back to the sub-group on Monday, 17th January 2022. ● Public Realm & Repurposing Group <ul style="list-style-type: none"> ● VE expected the contract for the finger posts to be awarded imminently as these needed to be in place by the end of March as the funding was coming from the west Norfolk welcome back funding. ○ Invitations to tender were currently out for the pop-up units and the public art consultation was due out next week. Discussions were underway with NCC and the Lottery Fund for the public art project. ○ Next area of focus to be the iron, overhead street signs at Purfleet Street. ● Skills Group <ul style="list-style-type: none"> ○ DP reported that the first meeting of the group was held this week with good engagement. ○ The Youth & Retraining Pledge project was well received by the group following its approval at the last meeting. ○ Looking at team appointments next and DP confirmed good engagement between NCC and CWA. ○ DP had spoken with both tutors and students and received very helpful feedback. ○ Discussions were held around MUCH and the Guildhall as skills would be crossing over within these projects also. ○ An event had been arranged for 31 January 2022 with the NCC Adult Learning Team and CWA's equivalent, for them to consider pathways to adding value to the wider area. ○ Good communications are going out re the Skills project. ○ The first cohort has started on their Level 5 Apprenticeship Scheme with the ARU. ○ The building of the School of Nursing is well under way. 	

<ul style="list-style-type: none"> ● Active & Clean Connectivity <ul style="list-style-type: none"> ○ BL's update was deferred until the next meeting on 28th January 2022. ● Multi-user Community Hub <ul style="list-style-type: none"> ○ JS reported to the Board. As a new member, she registered her appreciation of the briefing received from the borough council and NCC. ○ Concerns were recorded over project costs, the re-use of the Carnegie building and the Argos building itself. ● Riverfront <ul style="list-style-type: none"> ○ JF confirmed a recent positive meeting with Cllr Blunt and Matthew Henry which included a tour of the Riverfront. ○ A few discussions are underway over options and an update will be brought to the Board in due course. 	
<p>9. Communications & Engagement Update</p> <ul style="list-style-type: none"> ● SC reported to the Board that updates on the MUCH survey were currently being collated. ● A stakeholder and public workshop had been arranged for 18 January 2022. ● Materials for the Guildhall were currently being worked upon with key dates set as 24 and 26 January 2022. ● Public Realm – feedback gathering was currently underway and would be live on 17 January 2022. ● Repurposing and Skills – columns were going into the Lynn News today (14 Jan 22) with press releases going out to the wider media soon after. ● <u>ACTION:</u> SC to advise H Thornton of the Historic England representative for the Guildhall comms. ● LG advised that feedback from the MUCH consultation would be reported to the Town board possibly at the next meeting on 28 January 2022, more stakeholder workshops would take place in January and great levels of response had been received from the public. 	<p>SC</p>
<p>10. Facilitated Session on 21 January 2022</p> <ul style="list-style-type: none"> ● The facilitated session currently arranged for 21 January with Kate Willard had been postponed. It was agreed that the session would be better taking place face to face rather than virtually. ● Current date aimed for was 4th March but confirmation to be circulated once firmed up. 	
<p>11. Any Other Business</p> <p>VD confirmed that board meetings were booked in diaries on a fortnightly basis through 2022 although some of these may be cancelled at short notice if there was nothing to</p>	

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report. The meeting for 28 th January was under review and February meetings would go ahead, but it may be that some meetings may not be required in the spring.	
<p>Date of Next Meeting:</p> <ul style="list-style-type: none">• KLTD Board - Friday, 28th January 2022 at 1:00-3:00 pm — via Teams<ul style="list-style-type: none">○ Afternote: 28th Jan to be cancelled. Next meeting – 11th February at 1pm• Members Only Session – Friday, 11th February to follow Board	

Meeting closed at 13.40



Borough Council of
King's Lynn &
West Norfolk

