

# KING'S LYNN TOWN DEAL BOARD

<b>Date</b> Friday, 11 March 2022 13:00	<b>Location</b> Via Microsoft Teams
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<b>Attendees</b>	
<b>Board Members:</b>	Graham Purkins, Michael Baldwin, James Wild MP, Bishop Jane Steen, Vicky Etheridge, Laura Skaife-Knight, Cllr Graham Middleton, Andrew Stevenson, Cllr Richard Blunt, Brendan Legrove, Cllr Nick Daubney, Lorraine Gore
<b>Support Members:</b>	Natasha Hayes, Jemma Curtis, Vince Muspratt, Ceri Sumner, Vanessa Dunmall, Duncan Hall, Verity Bennett, Alexa Baker, Tim Fitzhigham, Michelle Drewery, Angela Downing, Hetty Thornton

Minutes	Actions
<p><b>1. Apologies</b></p> <p>Board Members: David Pomfret, Rik Martin, James Fowler, Lisa Roberts</p> <p>Support Members: Sharon Clifton, Matthew Henry, Gareth Brown, Michelle Gant</p>	
<p><b>2. Declarations of interest</b></p> <p>A Baker, Monitoring Officer for the Borough Council refreshed the importance of the code of conduct and declaring any conflicts of interest to the Board. Board Members were advised to contact AB on any areas that were unclear or where they wanted further advice.</p> <p><b><u>ACTION:</u> All Board Members to reconfirm that their register of interests is up to date or resubmit their revised form as soon as possible</b></p> <p><b><u>ACTION:</u> A Baker to circulate the Nolan Principles to the Board</b></p> <p><b><u>ACTION:</u> Board members to contact AB to discuss any concerns or queries they may have.</b></p> <p>Declarations of interest were recorded for:</p> <ul style="list-style-type: none"> <li>James Wild MP – Resident (in the area covered by the Riverfront project)</li> <li>David Pomfret – Principal of College of West Anglia (School of Nursing project)</li> <li>Michael Baldwin – Business owner (in the area covered by the Riverfront project)</li> </ul>	<p><b>Board</b></p> <p><b>Board</b></p> <p><b>Board</b></p>
<p><b>3. Introduction – G Purkins</b></p>	

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<p>No separate introduction on this occasion as matters to highlight covered in other agenda items.</p>	
<p><b>4. Minutes of previous meeting – 25 February 2022</b></p> <p>Agreed as an accurate record.</p>	
<p><b>5. Matters arising</b></p> <p>1) Emailed responses to K Patterson on Town Centre Repurposing - Complete          2) Riverfront ideas session - Nominated attendees identified. Facilitator arranged.  <b>ACTION: Date to be added to diary as soon as possible</b>          3) Breakdown of percentages from MUCH Presentation – See Item 10 below.          4) ACC &amp; MUCH updates circulated - Complete</p>	<p><b>VD</b></p>
<p><b>6. Actions from facilitated session on 4 March 2022</b></p> <ul style="list-style-type: none"> <li>• Kate Willard gave a positive session and a further session would be arranged for June.</li> <li>• Items highlighted:             <ul style="list-style-type: none"> <li>○ Terms of Reference review – gaps previously identified and an update is due.</li> <li>○ Horizon Scanning – Thinking about the long-term vision for King’s Lynn as well as how much the TDB want to be involved developing the long-term vision in other opportunities like Levelling Up and Shared Prosperity Fund.</li> <li>○ Long term vision could be “King’s Lynn 2030? or 40?”. Could also consider the “town brand”. Horizon Scanning topic to be followed up for what’s appropriate, when appropriate, how to do it, etc. A meeting to be convened to follow up.</li> <li>○ Stakeholder Management – Importance of managing the stakeholders of the projects and of the TDB itself. To be addressed further in the comms plan review.</li> <li>○ How to tackle the challenges – To be discussed further. Importance of consideration for public sector transparency.</li> </ul> </li> </ul> <p><b>ACTION: All Board Members to contact V Dunmall if interested in getting more involved with supporting any of the above topics.</b></p>	<p><b>Board</b></p>
<p><b>7. Communications &amp; engagement update</b></p> <ul style="list-style-type: none"> <li>• J Curtis updated the Board in the absence of the Comms team. An update was circulated with the agenda highlight main items as Riverfront, ACC and Guildhall.</li> <li>• <b>ACTION: All to advise S Clifton of ideas for the next Lynn News column.</b></li> <li>• A brainstorming review of comms and engagement via a separate meeting or as a forward agenda item was discussed.</li> <li>• New and updated VKL vinyl to go on the Argos building. Agreed.</li> </ul>	<p><b>ALL</b></p>

<ul style="list-style-type: none"> <li>• New and updated vinyl to be published for the works on the High Street. Agreed.</li> <li>• Stakeholder Management - Stakeholder engagement recommended.</li> </ul>	
<p><b>8. Town Deal Programme Status Review</b></p> <p>1) <b>Youth &amp; Retraining Pledge</b> – Job opportunities going live very shortly via NCC.</p> <p><b>School of Nursing</b> - As D Pomfret had sent apologies for the meeting due to attending a Build East event, G Purkins passed on the good news from DP that the "Nursing &amp; Midwifery Council accreditation panel recommends CWA School of Nursing Studies for unconditional NMC approval following accreditation visit on 10/3/22.". Thanks were recorded for both D Pomfret and L Skaife-Knight.</p> <p>2) <b>Public Realm</b> – Project moving forward with the finer details now being addressed. Arts Council application to be submitted in April for the Artwork Trail.</p> <p>3) <b>MUCH</b> – See Item 10 below.</p> <p>4) <b>Town Centre Repurposing</b> – No further forward with identifying a building. Joint meeting re opportunities to align with the MUCH project currently being explored. Meeting to be held next week.</p> <p>5) <b>Riverfront</b> – J Curtis confirmed that two interested parties had been identified for the Sommerfeld &amp; Thomas site and grain silo. Discussions ongoing. Concept side of project currently in progress; further information required prior to progressing to design stage.</p> <p>6) <b>Active &amp; Clean Connectivity</b> – Work ongoing and positive. Comms currently working on the consultation, with particular attention to be paid to the gyratory and travel hub. The next project board is scheduled for 17<sup>th</sup> March when the consultation will be discussed in finer detail with a report going back to the TDB on 25<sup>th</sup> March.</p> <p>7) <b>Guildhall</b> – See Item 9 below.</p>	
<p><b>9. Scheduled project updates – St George’s Guildhall &amp; Creative Hub</b></p> <ul style="list-style-type: none"> <li>• T Fitzhigham was welcomed to the meeting – Interim Creative Director for the project and with J Curtis, shared the project vision with the Board. A Downing (internal project lead at the National Trust) also joined the meeting for this item.</li> <li>• Comms would be going out next week. Visuals would also be made available.</li> <li>• A further recruitment exercise to appoint a Project Manager, with the help of National Trust, would be going out in April.</li> <li>• The National Lottery Fund submission was due in May with determination in September.</li> <li>• Cabinet Report on 6<sup>th</sup> April 2022 for a) CIO as the future management of the Guildhall and b) underwriting request if the NLF application was unsuccessful. Other funding opportunities to be investigated in the meantime.</li> <li>• J Curtis ran through the project risk register and highlighted the project interdependencies with MUCH, Youth Retraining Pledge, Rail to River Public Realm and Riverfront.</li> </ul>	

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<ul style="list-style-type: none"> <li>• A Downing introduced herself as part of the NT's regional fundraising team. Committed to three days per week as Internal Project Manager garnering input and expertise from the National Trust.</li> <li>• <b><u>ACTION:</u> J Curtis to circulate the presentation to the Board.</b></li> <li>• <b><u>ACTION:</u> T Fitzhigham to be part of the communications team for this project.</b></li> </ul>	<p>JC SC/MG</p>
<p><b>10. MUCH update</b></p> <ul style="list-style-type: none"> <li>• G Purkins confirmed that, following the further discussion by the TDB Members on 4 March 2022, the Board had agreed to continue with this project.</li> <li>• C Sumner and N Hayes joined the TDB meeting and provided a further breakdown of facts and figures around this project with a slide presentation.             <ul style="list-style-type: none"> <li>○ Work was ongoing around the carbon footprint and building design options;</li> <li>○ The vision was presented in greater detail;</li> <li>○ The evidence of need was presented in greater detail;</li> <li>○ The operating model was presented in greater detail, with additional options to consider in further meetings as the design brief came together.</li> <li>○ A partnership approach would be followed with other groups and organisations.</li> </ul> </li> <li>• Questions were invited:             <ul style="list-style-type: none"> <li>○ The need for a flexible space that could be adapted to different uses and needs was agreed.</li> <li>○ Further information to be circulated regarding the costs and detail for the carbon footprint design options element of the project.</li> <li>○ The Royal British Legion had contacted the Borough Council looking for space – demonstration of need for community space.</li> <li>○ All agreed that this project was transformational and required an ambitious design for a large space.</li> <li>○ All agreed that a leisure element should also be explored within the space.</li> </ul> </li> <li>• <b><u>ACTION:</u> Further questions to be directed to C Sumner with a copy to J Curtis.</b></li> <li>• <b><u>ACTION:</u> C Sumner to circulate the presentation to the Board.</b></li> </ul> <p><b>AGREED: The Board unanimously agreed to continue with support to move forward with the MUCH project.</b></p>	<p>Board CS</p>
<p><b>11. Forward work programme</b></p> <p>J Curtis circulated the live document.</p>	
<p><b>12. Date and time of next meeting:</b></p> <p>25 March 2022 – 1-3pm. Decision to be made and circulated nearer the date regarding the meeting taking place face to face or via Teams.</p>	

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Meeting closed at 3pm