

Programme Board and Town Deal Board Meetings

Forward Plan – 2022

Date of Meeting	Programme Board / Town Deal Board	Papers required when	Meeting Content (Progress report part of board papers will assist with population).	key decision to be made?	Context
Friday 14 th January 2022	TDB	07/02/22	Public Realm – Final Business Case to be approved / Signed off	Yes	Public Realm & Youth and Retraining pledge Business cases to DLUHC – 14th January
Wednesday 19 th January 2022	PB	15/01/22	<ul style="list-style-type: none"> • Risk Register • Programme update • Project adjustments 		
Friday 28 th January 2022	TDB	21/01/22	[Meeting cancelled]		
Wednesday 2 nd February 2022	PB		<ul style="list-style-type: none"> • Revised Business case programme update 		
Friday 11 th February 2022	TDB	02/02/22	Election process of Chair & Vice Chair Website refresh update (Sharon Clifton) Projects Updates: <ul style="list-style-type: none"> • Town Centre Repurposing (David Ousby & Karl Patterson to attend) 	Yes	



			<ul style="list-style-type: none"> • Riverfront (Matthew to attend) 		
Wednesday 19 th February 2022	PB		<ul style="list-style-type: none"> • Review January Highlight reports • Project prioritisation review 		
Friday 25 th February 2022	TDB	18/02/22	<ul style="list-style-type: none"> • Appointment of Chair & Vice Chair • Projects Updates: <ul style="list-style-type: none"> - Active & Clean Connectivity (David Ousby & Ian Parkes to attend) - MUCH, including feedback on recent consultation (Ceri Sumner/Natasha Hayes to attend) • Election of Chair / Vice Chair 		
Wednesday 2 nd March 2022	PB		<ul style="list-style-type: none"> • Financial update (Chris Upton to attend) 		
Friday 11 th March 2022	TDB	04/03/22	<ul style="list-style-type: none"> • Project Updates: <ul style="list-style-type: none"> – Guildhall (Tim FitzHigham to attend) – MUCH further information 		
Wednesday 16 th March 2022	PB		<ul style="list-style-type: none"> • Review February Highlight reports 		
Friday 25 th March 2022	TDB	18/03/22	CANCELLED		
Tuesday 5 th April 2022 <i>Change of date</i>	PB		<ul style="list-style-type: none"> • Project prioritisation review – Presentation by Mott McDonald 		
Friday 8 th April 2022	TDB	01/04/22	<p><i>Photos of TD Board members to be taken today by Comms for VKL website – head & shoulders shots plus group shots – arrange for members to get there 30mins early if possible</i></p> <ul style="list-style-type: none"> • Declarations of interest – Alexa Baker to attend • Town Centre Re-purposing – options and recommendations 		



			<ul style="list-style-type: none"> Project prioritisation review – Presentation by Mott McDonald 		
Wednesday 13 th April 2022	PB		<ul style="list-style-type: none"> Review March Highlight reports Financial update (Chris Upton to attend) Agreement to Project Adjustment Form(s) submission to Government 		
Wednesday 20 th April 2022	PB		<ul style="list-style-type: none"> Project Prioritisation Update 		
Friday 22 nd April 2022	TDB	15/04/22	<ul style="list-style-type: none"> Prioritisation update Communications Review (Sharon Clifton to attend) 		
Wednesday 27 th April 2022	PB		<ul style="list-style-type: none"> Project prioritisation update Financial profile update 22/23 		
Friday 6 th May 2022 RESCHEDULED TO 13 th May	TDB	06/05/22	<ul style="list-style-type: none"> Agreement to Project Adjustment Forms Revised Terms of Reference & Declaration of Interests (Alexa Baker to attend) Governance Assurance Statement to Town Deal Board for submission to DLUH 		
Wednesday 11 th May 2022	PB		<ul style="list-style-type: none"> Review April Highlight report Financial update (Chris Upton to attend) Final Project Adjustment Forms for submission 		
Friday 20 th May 2022 CANCELLED	TDB	13/05/22			
Wednesday 25 th May 2022	PB		<ul style="list-style-type: none"> M&E reporting (submission due date 10th June) Draft Business Case for Guildhall Update on revised ToR, exempt/open items and publication of papers AND decision needed over publication of Business Cases / Summary Business Cases 		



Wednesday 1 st June 2022 [NOTE: WEDNESDAY RATHER THAN FRIDAY DUE TO BANK HOLIDAY]	TDB	25/05/22	<ul style="list-style-type: none"> • Further revisions to Terms of Reference (Alexa Baker to attend) • Update on Levelling Up - NCC / BCKLWN possible bids inc update on Southgates masterplanning & consultation • Towns Fund M&E Reporting (submission due date 10th June). 		
Wednesday 8 th June 2022	PB		<ul style="list-style-type: none"> • Feedback from R&D Panel on project adjustment forms Cabinet report • Input to KW governance session agenda • Financial update (Chris Upton to attend) 		
Friday 17 th June 2022	TDB	10/06/22	<p>Kate Willard TDB Governance Session (8.30am - 12pm)</p> <ul style="list-style-type: none"> • Programme Status update • Comms update • Levelling Up Fund – BCKLWN possible bid • Draft Business Case for Guildhall 		
Wednesday 22 nd June 2022	PB		<ul style="list-style-type: none"> • Review May Highlight reports • Final Business case for Guildhall inc subsidy control and independent appraisal feedback • Risk Register Review 		
Friday 1 st July 2022	TDB	24/06/22	<ul style="list-style-type: none"> • Update on Levelling Up submissions • Final Business case for Guildhall inc independent appraisal & subsidy control feedback 		
Wednesday 6 th July 2022	PB		<ul style="list-style-type: none"> • Check of advice on subsidy control on Y&RP and Public Realm following change of legislation 		
Friday 15 th July 2022	TDB	01/07/22	<ul style="list-style-type: none"> • Programme status update • Comms update 		



			<ul style="list-style-type: none"> • MUCH RIBA Stage 1 Presentation (Ceri, Natasha, Harriet to attend) • Updates on projects in delivery phase: <ul style="list-style-type: none"> - Youth & Retraining Pledge - Public Realm • Post project review: School of Nursing 		
Wednesday 20 th July 2022	PB		<ul style="list-style-type: none"> • Risk Register Review • Review June Highlight reports • Financial update (Chris Upton to attend) 		
Friday 29 th July 2022	TDB	22/07/22	<ul style="list-style-type: none"> • TDB Review of Shared Prosperity Fund West Norfolk Investment Plan 		
Wednesday 3 rd August 2022	PB				
Friday 12 th August 2022	TDB	05/08/22	<ul style="list-style-type: none"> • Programme status update • Comms update <p>UPDATE VIA EMAIL - POTENTIAL CANCELLATION</p>		
Wednesday 17 th August 2022	PB		<ul style="list-style-type: none"> • Review July Highlight reports • Financial update (Chris Upton to attend) • Draft MUCH Business Case (cabinet w/c 29th August) • Draft ACC Business Case (cabinet w/c 29th August) 		
Friday 26 th August 2022	TDB	19/08/22	KEEP CLEAR? - POTENTIAL CANCELLATION		
Wednesday 31 st August 2022	PB		<ul style="list-style-type: none"> • Draft Riverfront Regeneration Business Case 		
Friday 9 th September 2022	TDB	02/09/22	<ul style="list-style-type: none"> • Draft MUCH Business Case • Draft ACC Business Case 		
Wednesday 14 th September 2022	PB		<ul style="list-style-type: none"> • Final MUCH Business Case • Review August Highlight reports 		



			<ul style="list-style-type: none"> Financial update (Chris Upton to attend) 		
Friday 23 rd September 2022	TDB	16/09/22	<ul style="list-style-type: none"> Final ACC Business Case Final MUCH Business Case Draft Riverfront Regeneration Business Case 		
Wednesday 28 th September 2022	PB				
Friday 7 th October 2022	TDB		KEEP CLEAR? - POTENTIAL CANCELLATION AS REQUESTED		
Wednesday 12 th October 2022	PB		<ul style="list-style-type: none"> Review September Highlight reports Financial update (Chris Upton to attend) Final Riverfront Regeneration Business Case 		
Friday 21 st October 2022	TDB		<ul style="list-style-type: none"> Programme status update Comms update Final Riverfront Regeneration Business Case 		
Wednesday 26 th October 2022	PB				
Friday 4 th November 2022	TDB		KEEP CLEAR? - POTENTIAL CANCELLATION AS REQUESTED		
Wednesday 9 th November 2022	PB		<ul style="list-style-type: none"> Review October Highlight reports Financial update (Chris Upton to attend) 		
Friday 18 th November 2022	TDB		<ul style="list-style-type: none"> Programme status update Comms update 		
Wednesday 23 rd November 2022	PB				
Friday 2 nd December 2022	TDB		KEEP CLEAR? - POTENTIAL CANCELLATION AS REQUESTED		



HM Government

VISION KING'S LYNN

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



Wednesday 7 th December 2022	PB		<ul style="list-style-type: none">• Review November Highlight reports• Financial update (Chris Upton to attend)		
Friday 16 th December 2022	TDB		<ul style="list-style-type: none">• Programme status update• Comms update		
Wednesday 21 st December 2022	PB				