

# KING'S LYNN TOWN DEAL BOARD

<b>Date:</b> Friday, 17 June 2022	<b>Location:</b> Face to face at King's Lynn Town Hall with Online, via MS Teams
<b>Time:</b> 1pm	<b>Chair:</b> Graham Purkins

<b>Attendees</b>	
Board Members:	Graham Purkins, Michael Baldwin, Andrew Stevenson, Cllr Richard Blunt, James Fowler, Brendan Legrove, Lorraine Gore, James Wild MP, Cllr Graham Middleton, Vicky Etheridge, Cllr Nick Daubney, David Pomfret
Support Members:	Vince Muspratt, Michelle Drewery, Duncan Hall, Sharon Clifton, Ged Greaves, Mike Dowdall, Vanessa Dunmall, Jemma Curtis, Ceri Sumner, Hetty Thornton, Gareth Brown, Natasha Hayes, Tim Fitzhigham

<b>Minutes</b>	<b>Actions</b>
<p><b>1. Apologies</b></p> <p>Board Members: Laura Skaife-Knight, Lisa Roberts, Bishop Jane Steen, James Wild, Rik Martin</p> <p>Support Members: Alexa Baker</p>	
<p><b>2. Declarations of interest</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>3. Introduction</b></p> <p>G Purkins gave an overview of the items to be covered on the agenda.</p>	
<p><b>4. Minutes of previous meeting – 1 June</b></p> <p>The notes were agreed as an accurate record subject to:</p> <ul style="list-style-type: none"> <li>David Pomfret was missed from the Board Members attendance list.</li> <li>Cllr Daubney's attendance to be moved to Board Members attendance.</li> </ul>	

<p><b>5. Matters arising</b></p> <p>All actions complete.</p>	
<p><b>6. Communications and engagement update – S Clifton/J Fowler</b></p> <ul style="list-style-type: none"> <li>• Feature being prepared for King’s Lynn Magazine on the Guildhall – published 1<sup>st</sup> July.</li> <li>• My Local Paper article on MUCH.</li> <li>• Press releases due to go out on the Guildhall regarding reprioritisation, business case submission and letters of support.</li> <li>• YRP meeting taking place with students from the college and a professional designer with Harry Seaton.</li> <li>• Updates on comms plan to be completed.</li> <li>• Stakeholder &amp; subscriber updates to be drawn up.</li> <li>• Tim advised a press release meanwhile uses/summer activities planned at the Guildhall.</li> <li>• <b>ACTION: S Clifton/J Fowler to draft press release regarding outcome of reprioritisation.</b></li> </ul>	<p><b>SC/JF</b></p>
<p><b>7. Draft business case for Guildhall (exempt report)</b></p> <ul style="list-style-type: none"> <li>• J Curtis introduced Mike Dowdall from New Anglia LEP.</li> <li>• J Curtis shared the draft business case with the Board.</li> <li>• The Senior Project Manager for the project has accepted the job offer and will be starting in September. Memorandum of Understanding agreed with the National Trust.</li> <li>• Thanks were recorded for the officer team for their hard work and all stakeholders involved in the business case.</li> <li>• H Thornton recommended that a risk to the register be added in the case that listed building consent is not approved by Historic England. JC confirmed this risk is identified in the full risk register in Appendix 1. Extra planning consent time had also been allocated and listed as amber on the register.</li> <li>• The NLHF stage 1 application submitted and was currently under assessment with outcome expected on 17 September 2022.</li> <li>• Questions around marketing the Guildhall and getting the message across/staff at Guildhall (LG/VE/TF commented)</li> <li>• <b>Agreed:</b> No objections were raised on the draft business case for continuation through the Local Assurance Process and will be brought back for final sign off in July, subject to outcome of project adjustment request submitted to government.</li> <li>• B Legrove raised the idea of a forum promoting all projects under the Town Deal.</li> </ul>	

<p><b>8. Levelling Up Fund (LUF) update from Borough Council of King's Lynn &amp; West Norfolk</b></p> <p>L Gore updated the board on the levelling up funding bid being put forward by Norfolk County Council for Southgates which would now include the gyratory project, previously part of the Active &amp; Clean Connectivity project.</p>	
<p><b>9. Programme status update</b></p> <ul style="list-style-type: none"> <li>• J Curtis updated the board on the current status of each project in line with the papers circulated with the agenda.             <ul style="list-style-type: none"> <li>a) <u>Guildhall Advisory &amp; Creative Hub Group</u></li> <li>b) <u>Public Realm &amp; Repurposing Group</u>  <b>ACTION: C Sumner to pick up off-line the inter-play between the MUCH building and Public Realm.</b></li> <li>c) <u>Skills Group &amp; School of Nursing</u></li> <li>d) <u>Active &amp; Clean Connectivity</u>                      B Legrove reported that a lot of work was yet to be completed on the comms side of the project.</li> <li>e) <u>Multi-User Community Hub</u>                      H Birchall updated the board on progress and the current partnership engagement plans. Now working on development of the courses and programmes planned to be offered by MUCH.</li> <li>f) <u>Riverfront</u></li> </ul> </li> <li>• Still awaiting a response from government on the project adjustment submission but is expected within the next couple of weeks.</li> </ul>	<p><b>CS</b></p>
<p><b>10. Forward work programme</b></p> <ul style="list-style-type: none"> <li>• L Gore brought the board up to date with the borough council's open and transparency process and, in line with R&amp;D Panel, papers would now be published on the Vision King's Lynn website, unless specifically agreed as exempt or redacted.</li> <li>• A discussion was opened with the board by Cllr Middleton on whether agendas and papers should be published seven days prior to meetings in line with current transparency and exemption processes.</li> <li>• C Sumner advised of the responsibilities of inter-council partnership working, i.e. MUCH and the information brought to members. <b>ACTION: Separate conversation to be had with LG.</b></li> </ul>	<p><b>CS</b></p>
<p><b>Date and time of next meeting:</b></p> <p><b>1 July 2022, 1-3pm</b></p>	

Meeting closed at 2:40pm

## **Addendum to the Minutes re MUCH, submitted by H Birchall**

### **Progress to date:**

- RIBA 1 is on track for completion on time. We will be presenting to the TDB on 15/07.
- Our business case is also on track, a draft will be presented in August as per the forward plan.
- Our engagement plan (to run alongside RIBA stages 1-4) is nearing completion
  - o There is a focus on 'co-designing' services with key community groups (young people, charities representing disenfranchised groups) to ensure our offer meets community needs.
  - o Next step is to refine and align with Sharon and KLWN comms team

### **And a bit of a 'forward look' to get them excited:**

- Leading on from this, we are developing a programme to refine the offer that will go 'into' the space (services, courses etc.) to deliver our outcomes – development of this will run alongside RIBA 1-4:
  - o Work with the Youth Retraining Pledge is underway
  - o Adult Ed are working with College of West Anglia to refine the training and education offer
  - o Discussions on a health stream are underway with the NHS, MIND and Public Health
  - o We are presenting at the Towns Fund Skills Forum on 28/06 to see how we can align
  - o We are also planning to mobilise streams on:
    - Young people (started reviewing the existing offer with Libraries, and aligning with the youth retraining pledge)
    - Culture (discussions underway with NCC heritage and culture)
  - o We will ensure there are operational funding models to support any elements to which we commit, to move them from 'good idea' to 'deliverable'
  - o This will of course be fed into by data, community consultation and – in particular - our co-design sessions
  - o The design of the space is flexible enough that we aren't 'designing out' any options