

KING'S LYNN TOWN DEAL BOARD

, Date: Friday, 23 February 2024	Location: Town Hall/MS Teams
Time: 1pm	Chair: Graham Purkins

Attendees	
Board Members:	Graham Purkins, Vicky Etheridge, Nova Fairbank, Cllr Stuart Dark, James Wild MP, Cllr Alistair Beales, Cllr Simon Ring, Kerry Heathcote, Mike Dowdall, Lorraine Gore, Rik Martin, Brendan Legrove, Harrison McNaught, Jason Fuller, Cllr Deborah Heneghan, Adam Taylor
Support Members:	Oliver Judges, Jemma Curtis, Ged Greaves, Michael Todman (Observer from DLUHC), John Barrett, Michelle Gant, Alessandra Coda (Metro Dynamics), Fiona Tuck (Metro Dynamics)

Minutes	Actions
<p>1. Apologies</p> <p>Board Members: Bishop Jane Steen, Carly West-Burnham, Andrew Stevenson,</p> <p>Support Members: Vanessa Dunmall, Hannah Edge, Claire Fraser-Lim</p>	
<p>2. Declarations of interest</p> <p>Declarations of interest were recorded for:</p> <ul style="list-style-type: none"> • Kerry Heathcote (School of Nursing project and signed up to the Active Travel Plan) • James Wild MP (Riverfront project) • Brendan Legrove (Active Travel Plan) • Carly West-Burnham (Active Travel Plan) • Jason Fuller (Riverfront project) • Adam Taylor (MUCH and Boost) 	
<p>3. Introduction</p> <p>Reference made to the last meeting held at the College of West Anglia and thanks were recorded for Kerry Heathcote for hosting.</p>	
<p>4. Minutes of previous meeting on 26 January 2024</p> <p>The notes of the previous meeting were approved as an accurate record.</p>	

<p>5. Matters arising/Action log</p> <ul style="list-style-type: none"> • Refer to action log. • Actions 132 and 181 to be covered within the agenda. 	
<p>6. West Norfolk Economic Strategy</p> <p>The Chair introduced representatives from Metro Dynamics who joined the meeting to brief the Board on the West Norfolk Economic Strategy for their information. A slide pack was shared, and feedback was invited. Engagement groups/workshops will be held through March and April and the Board were encouraged to email their thoughts on the strategy.</p> <p>Observations made:</p> <ul style="list-style-type: none"> • Unemployment low, economic inactivity high. Need to engage with partners to bring people back into the workplace. • Productivity needs addressing. • Raise aspirations. • Economic strategy needs to work alongside the cultural strategy. • Evolve according to changes in the workplace, i.e., flexible working. • Strong action plan needs to be in place. • Ensure health is included as a major factor. • Include wide variety of engagement to include deprived areas as well as young people etc. • Businesses/start-ups to consider their internal procedures and processes. <p>Agreed – Metro Dynamics to return to the Board with an update in June. Agreed – Metro Dynamics to share the engagement plan.</p>	
<p>7. TDB Chair replacement</p> <p>A paper was shared with the Board recommending two options for the Chair's replacement. Next steps are to put forward a recruitment plan which will include help from DLUCH's supporting Delivery Associates Network.</p> <p>Agreed – Progress the option to recruit externally for a new chair. Agreed – An outline of the refocused role to be brought back to the Board in March for finalisation. Agreed – Increase the input from TDB representatives in the interview and recruitment process. Cllr Ring and Nova Fairbank agreed to support the interviews. Agreed – Board members to begin the process of reaching out to their contacts to consider joining the Board.</p>	

KING'S LYNN TOWN DEAL BOARD

<p>Thanks were recorded from government for chairing the King's Lynn Town Deal Board.</p>	
<p>8. King's Lynn High Street works - update</p> <ul style="list-style-type: none"> To be carried forward to March's meeting. 	
<p>9. Monthly Comms and Engagement update</p> <ul style="list-style-type: none"> Comms in place to manage transition on the Board. New logo being developed for King's Lynn Town Deal Board. Positive comms around Riverfront Regeneration. Next steps are to feed back to the public. £13,500 remains in the comms budget for this year and the same amount is envisaged for the coming two years. Comms channels mapped out. The Board are asked to consider: <ul style="list-style-type: none"> continuing with the King's Lynn Magazine appetite for media training for Chair/Vice Chair/Champions (cost @ £600) Board champions requested to review the high-level narrative currently drawn up for each project and comment on any improvements. Consider a CIL application for Baxters Plain development. <u>ACTION:</u> Cllr Beales to investigate and report back. <p>Agreed –MGand comms champion to discuss budgets separately and then return to the Board with recommendations.</p> <p>Agreed – CWA to join Comms discussion to look at student comms engagement.</p> <p>Agreed – Comms to be on the MUCH as a bigger, better, accessible to all, library to encourage support and clear that Baxters Plain public realm isn't currently funded or part of the MUCH scheme</p>	<p>AB</p>
<p>10. Local Contractor Supply Chain event</p> <p>An all-day event to be held on 19th April inviting contractors involved in the borough council's current and future projects to engage with local businesses, providing them with an understanding of the opportunities available with supply chains and contracts. The Board were requested to spread the word and encourage their business contacts to attend.</p> <p>Action – MG to share further information.</p>	
<p>11. Project highlight reports – covering Jan 2024</p> <p>No change on the covering report.</p>	

<p><u>ACC</u> Following the failed procurement exercise, Morgan Sindal now engaged to complete the next detailed feasibility study on their ability to deliver the schemes within the budget. Decision on funding for building of Access Road on western side expected in March. Greenyard Frozen Foods have produced a video on their experience with the active travel planning process and are working with Comms on how to encourage other companies to take part.</p> <p><u>Guildhall and Creative Hub</u> Moving through RIBA Stage 3. Options to be brought to a future Board meeting on deliverability followed by a project adjustment request expected to be shared with the Board the following month. Public engagement session scheduled for April. On-site visit also suggested for the Board.</p> <p><u>MUCH</u> Progressing through next stage of design. No issues at this stage. Beginning to look at the inside of the design. Curriculum planning meeting scheduled for September. Draft visuals progressing. Contractors planning to take photos to share with the public.</p> <p><u>Rail to River</u> Containers due to arrive shortly for activity on pop-ups to begin on Purfleet Street. Completion of project on track for end of March.</p> <p><u>Boost</u> On track to complete by the end of March, except for the completion of training certificates. Final targets will be produced as training courses and certification are completed.</p> <p><u>Riverfront</u> Feedback on consultation which closed the week before. Over 200 engaged. Support from the majority recorded for the proposals. Design considerations now being progressed. Picking up feedback from Historic England on the Custom House. Simplified structure and walkway at Devil's Alley. Banners and lighting to be made less intrusive. Colourways and grounds under consideration for the space, but costings to be investigated alongside.</p>	
<p>12. Programme financial update</p> <p>Spend to date £1.829m against a minimum target spend of £2.025m. However, aiming to achieve a minimum spend by the end of March.</p>	
<p>13. Forward work programme</p> <p>Key decision dates now added around the appointment of new Chair and the Guildhall decision point. Recruitment milestones to be added also.</p>	

<p>14. Agreement to publication of exempt reports</p> <ul style="list-style-type: none">• Highlight reports – Publish.• Recruitment – Hold as exempt until press release issued.• West Norfolk Economic Strategy – Publish.	
<p>Date and time of next meeting:</p> <p>The Chair recorded his thanks to the Board as February was his last meeting and hands over to the Vice Chair over the course of the recruitment phase. Thanks were then recorded for the Chair's input and hard work over the last four years.</p> <p>Friday, 22 March 2024, 1-3pm at King's Lynn Town Hall</p>	

Meeting closed at 3pm