

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



# **Regeneration and Development Panel**

## **Agenda**

Wednesday, 15th February, 2017  
at 6.00 pm

in the

**Committee Suite  
King's Court  
Chapel Street  
King's Lynn  
PE30 1EX**





**King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX**  
**Telephone: 01553 616200**  
**Fax: 01553 691663**

Tuesday, 7 February 2017

Dear Member

**Regeneration and Development Panel**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 15th February, 2017 at 6.00 pm** in the **Committee Suite, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

**1. Apologies for absence**

To receive any apologies for absence.

**2. Minutes (Pages 6 - 13)**

To approve the minutes of the previous meeting.

**3. Declarations of Interest**

Please indicate if there are any interests which should be declared. A declaration of interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

Those declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

**4. Urgent Business**

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

**5. Members Present Pursuant to Standing Order 34**

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

**6. Chairman's Correspondence**

If any.

**7. Community Coastal Team Update (Pages 14 - 24)**

**8. Exclusion of Press and Public**

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.

**9. EXEMPT - Heritage Action Zone (Pages 25 - 33)**

**RETURN TO OPEN SESSION**

**10. Structure of the Panel Update**

**11. Work Programme (Pages 34 - 35)**

**12. Date of the next meeting**

To note that the next meeting of the Regeneration & Development Panel is scheduled to take place on **Wednesday 22<sup>nd</sup> March 2017** at **6.00pm** in the Committee Suite, King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX.

To:

**Regeneration and Development Panel:** Mrs S Buck, Mrs J Collingham, C J Crofts, P Gidney (Chairman), I Gourlay, P Hodson, M Chenery of Horsburgh, M Howland, P Kunes, P Rochford (Vice-Chairman), Mrs E Watson and Mrs A Wright

**Portfolio Holders:**

Councillor N Daubney – Portfolio Holder for Systems and Economic Development  
Councillor A Beales – Portfolio Holder for Corporate Projects and Assets

**Officers**

Chris Bamfield – Executive Director, Commercial Services

Ray Harding – Chief Executive

Ostap Paparega – Regeneration, Heritage and Economic Development Manager

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK****REGENERATION AND DEVELOPMENT PANEL**

**Minutes from the Meeting of the Regeneration and Development Panel held on Wednesday, 11th January, 2017 at 6.00 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn**

**PRESENT:** Councillors P Gidney (Chairman), Miss L Bambridge, Mrs J Collingham, Mrs S Collop (substitute for Mrs S Buck), J Collop (substitute for I Gourlay), M Chenery of Horsbrugh, M Howland, P Kunes, D Pope (substitute for C J Crofts), P Rochford and Mrs E Watson

**Portfolio Holders**

Councillor R Blunt - Portfolio Holder for Development

Councillor B Long - Leader of the Council

Councillor Mrs E Nockolds – Portfolio Holder for Culture, Heritage and Health

**Officers:**

Chris Bamfield – Executive Director

Martin Chisholm – Business Manager

Alex Fradley - Planner

Alan Gomm – LDF Manager

Ray Harding – Chief Executive

**RD85: APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Buck, Crofts and Gourlay.

**RD86: MINUTES**

**RESOLVED:** The minutes from the previous meeting were agreed as a correct record and signed by the Chairman, subject to the following amendment proposed by the Chairman.

Page 618, RD80: Riverfront Delivery Plan, paragraph four be amended to read:

The Chairman informed those present that he had previously been Project Manager for the North Sea Haven project and he provided information on weaknesses in the area, siltation, engineering and drainage. He also referred to the idea of opening up the inland waterways and felt that this could be achieved by creating some mooring ponds near the Southgates. The Environment Agency and other Stakeholders were able to help at the time but felt that the opportunity had now been lost. The Chairman commented that traffic was an issue in King's Lynn and something needed to be done to assist the traffic flow in King's Lynn.

RD87: **DECLARATIONS OF INTEREST**

Councillor Bambridge declared an interest in the letter which had been submitted as Chairman's Correspondence as she was a Member of St Margaret's with St Nicholas' Ward Forum who had sent a copy of a letter to the Chairman with regards to the Riverfront Delivery Plan.

RD88: **URGENT BUSINESS**

There was none.

RD89: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Bubb – RD91 – Transport.

RD90: **CHAIRMAN'S CORRESPONDENCE**

The Chairman informed those present that he had been copied into a letter from St Margaret's with St Nicholas' Ward Forum. A copy of the letter had been circulated to Members of the Panel in advance of the Meeting.

Councillor Kunes commented that he felt in general the letter was quite negative. He explained that as the Quay was a working Quay, it was unlikely that railings would be permitted along the Quay side unless they were removable.

The Chairman referred to comments regarding a multi storey car park on the Quay and commented that any proposals should be in keeping with the area and felt that one way could be to mix the car park with commercial use, for example put a restaurant and observation deck on the top floor. Councillor Bambridge commented that the possibility of a car park had been discussed many years ago and how it could be a multi-use area, but this was never taken forward.

Comments were also made that the area was allocated for housing and the Executive Director confirmed that there was currently no proposal to add a multi-storey car park to the area. He reminded the Panel that following the public consultation, options would be brought back to the Regeneration and Development Panel for consideration.

The LDF Manager confirmed that Boal Quay had been allocated for housing within the Local Plan. He explained that due to the flood risk it was likely that residential development would only be permitted on upper storeys which meant that different uses could be considered for the ground floor, for example commercial or car parking.

The Letter from the Forum had also been sent to the Regeneration Team as part of the options consultation and would be reviewed by the team to assist in the development of the preferred options which would be developed and published for consultation in the Spring.

RD91: **TRANSPORT**

The Chairman explained that he had requested that this item be added to the agenda as he felt that issues with traffic in the town centre were getting worse. He suggested that the Panel could look at issues and come up with ideas and potential solutions. The Chairman provided examples of accidents which had happened in the town centre and had resulted in queuing traffic and problem areas.

Councillor Mrs Collingham explained that she had previously suggested a park and ride trial using an empty field next to the hospital, but she had been told that the traffic levels in King's Lynn would not make a park and ride facility viable. She commented that she would like park and ride to be investigated by the Panel as a solution to the traffic issues in King's Lynn.

Councillor Bambridge commented that she felt that the traffic in King's Lynn had been worse since the new timed traffic lights had been installed.

Councillor Baron Chenery of Horsbrugh asked if the Chairman was suggesting if just issues in King's Lynn be looked at, or the wider Borough. He also asked if other transport issues such as Railways could be considered. The Chairman suggested that initially the Panel should focus on traffic in King's Lynn, but could look at other areas in the future.

Councillor Kunes commented that one way to alleviate traffic heading south out of King's Lynn would be to open up Hardings Way bus route to traffic although he acknowledged that some local residents were opposed to this solution.

The Vice Chairman, Councillor Rochford, commented that the problem was that King's Lynn could not be looked at in isolation, the focus needed to be on the long term. He explained that any proposals in the future to alleviate traffic in King's Lynn needed to consider that the town was a mediaeval town, with little opportunity to change road layouts, and the use of the car would increase. It was not an option to reduce the amount of vehicles in the town centre, instead ways to manage the traffic needed to be looked at. The Vice Chairman also referred to businesses in the town centre and surrounding King's Lynn which had lots of employees. He suggested that work be carried out with the bigger businesses to look at how traffic issues could be resolved, for example shuttle busses, or additional bus services.



Councillor Mrs Watson commented that traffic on the A149 had a knock on effect on traffic issues in the town centre, especially during the holiday season. She felt that if options to alleviate issues in this area were looked at, this could assist with issues in the town centre.

The Chairman thanked Members of the Panel for their comments and reminded them that King's Lynn would expand, more houses would be built and this would add to the amount of traffic in the area.

The Business Manager summarised the comments made by the Panel and suggested a possible way forward. He explained that some of the issues raised related to operational issues, for example synchronisation of traffic lights, and details of issues could be passed onto the Norfolk County Council Highways Operational Team. The Business Manager explained that the issues regarding traffic being backed up due to an accident on one of the main routes, could be passed onto the tactical teams including the Police, Norfolk County Council and the Borough Council. He explained that the Police and Norfolk County Council were already doing some work in this area following a recent incident in a different part of the Borough which had caused issues with traffic flow. The Business Manager also felt that the Panel wanted to look at strategic issues and long term considerations.

The Business Manager suggested that the next step for the Panel could be to invite representatives from Norfolk County Council Highways to a future meeting of the Regeneration and Development Panel to gather more information on what was happening now and what was planned for the future. The Panel could then decide on how they could potentially be involved in the future and suggest ways that issues could be tackled.

The Portfolio Holder for Development, Councillor Blunt welcomed the suggestions made by the Business Manager and commented that he felt it was important for the Panel to initially know background information and have an understanding of what was already planned for the future.

The Vice Chairman suggested that the King's Lynn Area Consultative Committee could be invited to the meeting when Norfolk County Council officers were present.

The LDF Manager reminded the Panel of the King's Lynn Area Transport Study which had been used in the formulation of the Local Plan. He also reminded Members that the Council had an Air Quality Management Plan, which included an action plan. The Panel was reminded that the Environment and Community Panel received annual updates on Air Quality from the Environmental Health Manager.

The LDF Manager also informed the Panel that Norfolk County Council and Cambridgeshire County Council had recently commissioned a study on behalf of the Local Enterprise Partnerships to look at the A10 corridor.

**RESOLVED:** That representatives from Norfolk County Council Highways be invited to a future meeting of the Panel and the King's Lynn Area Consultative Committee be invited to the meeting.

RD92: **UPDATE ON THE FIVE YEAR LAND SUPPLY**

The LDF Manager reminded the Panel that the Council was required, by Government, to have a five year supply of deliverable housing in the Borough. He referred to the National Planning Policy Framework. He explained that the figure was calculated and continually monitored. It was also published on the website on an annual basis as part of the Annual Monitoring report. He explained that the Monitoring report provided the technical detail on how the figure was calculated.

The Panel was informed that in calculating the five year housing supply, the following were taken into consideration:

- The Full Objective Assessment Need which was a document provided by Government and included detail of household growth and population.
- The number of units required per annum.
- Allocations from the Local Plan.
- The amount of Planning Permissions granted.
- Permissions which were unlikely to result in development.
- Lapsed Planning Permissions.

The LDF Manager explained that the Council currently had a 5.81 years supply of housing. He also made reference to Planning Inquiries and appeals in which the view that the Council had a five year supply was thoroughly tested.

The Panel was informed that the next Annual Monitoring report would be published at the end of the financial year.

The LDF Manager explained the technicalities of the calculation and how monitoring was carried out. He explained that 66% of sites allocated in the Local Plan had currently come forward with some sort of planning application and the current plan period was to 2026.

The Portfolio Holder for Development, Councillor Blunt explained that the process was very technical and he was confident that the Council had demonstrated that they had a five year supply of housing.

The Chairman thanked officers for their update and invited questions and comments from the Panel, as summarised below.

In response to a question regarding the delay between outline planning permission being granted and development on site, the Planner explained that he was not sure on the actual figure, but he explained that information on past time periods was used in the calculation. The LDF Manager agreed to circulate an information sheet to the Panel on time periods.

The LDF Manager explained that allowances were made for sites which would not come forward and this was factored into the calculation. The lapse rate of three years was also included.

**RESOLVED:** The update was noted.

RD93: **STRUCTURE OF THE PANEL**

Councillor Mrs Collingham provided a report to the Panel and a presentation (attached) on the structure of the Panel and content of meetings. She explained that she had used the agenda items considered by the Panel at a previous meeting as an example of a way a meeting could be run in the future. She highlighted the following points:

- Reports or updates which are for information only or background setting, should be limited to twenty minutes.
- Creating a SWOT analysis for items.
- How do projects fit in with the vision for King's Lynn?
- Questions from Members could be sent to the Chairman or officers in advance and tabled at the meeting.
- The Panel's ability to establish Informal Working Groups.
- The opportunity to be involved in projects at an early stage.

The Chairman thanked Councillor Mrs Collingham for her report and presentation and invited questions and comments from the Panel, as summarised below.

Councillor Pope suggested that Members of the Panel have a read of the Urban Renaissance Strategy which provided a development strategy for the town and had been prepared by consultants on behalf of the Council. The Clerk to the Panel agreed to circulate the document to Panel Members via email.

The Panel generally agreed that they would like to have more input on projects at the beginning of their lifecycle and see projects all the way through. Projects could then be presented to the Corporate Performance Panel for post-evaluation.

Councillor John Collop commented that it was important that the public were consulted during projects and this should be a consideration of the Panel. He also felt that financial issues should not be discussed by the Regeneration and Development Panel and instead should be presented to the Corporate Performance Panel. Councillor Mrs Collingham commented that her presentation in no way suggested that work should be taken away from other Panels, but felt that knowing how projects were funded and how much they would cost would be important to the Regeneration and Development Panel when considering them.

The Chairman reminded those present that any Councillor could attend any meeting under Standing Order 34. Representatives from other Panels could also come under Standing Order 34 and present collective views from their respective Panel or Committee.

The Executive Director summarised the comments made by the Panel in that they would like to be involved in projects in their initial stages, this would be before financial implications were known. Councillor Mrs Collingham commented that when considering projects the Panel could also factor in who should be consulted on the project and at which stages.

The Chairman explained that he would pass on the comments of the Panel at his next joint meeting with Panel and Committee Chairmen and the Leader of the Council.

RD94: **WORK PROGRAMME**

Members of the Panel were reminded that an eform was available on the Intranet which could be completed and submitted if Members had items which they would like to be considered for addition to the Work Programme.

The following items were suggested for inclusion on the work programme.

**1. Transport** – as discussed earlier in the meeting. Officers from Norfolk County Council to be invited to a future meeting of the Panel.

**2. NORA** – The Chairman asked if it would be possible for a timeline of when the NORA project would finish. The Chairman felt that an update on the history of the site and the different projects ongoing would be useful for the Panel. He explained that it would be difficult to put an end date on the project as some of the schemes were subject to commercial investment.

The Chief Executive stated that NORA was made up of lots of different projects including the following:

- NORA Major Housing Scheme.

- Enterprise Zone
- Acquisition of Morston Asset and HCA land on NORA

The Chief Executive explained that the Panel could be updated on the different projects on the site and this would be added to the Work Programme.

**3. Railways.** The Chairman requested that the state of preserved Railway tracks and potential uses in the future be added to the Work Programme. He also asked for an update on the Ely North Junction improvements.

The Chief Executive explained that a report could be provided to the Panel on progress with the Ely North Junction improvements, the possibility of longer trains and half hourly service from King's Lynn. The Chief Executive informed the Panel that a joint Authority Group, made up of officers from Local Authorities along the rail routes, representatives from Network Rail, train operators, freight operators and the Local Enterprise Partnerships met on a regular basis to work on the design and feasibility work for the improvements ready for the 2019 funding period. The Chief Executive agreed to arrange for an update to be presented to the Panel at a future meeting.

**RESOLVED:** (i) The Panel's Work Programme was noted.  
(ii) The above mentioned items be added to the Panel's Work Programme.

RD95: **DATE OF THE NEXT MEETING**

The next meeting of the Regeneration and Development Panel would be held on **Wednesday 15<sup>th</sup> February 2017** at 6.00pm in the Committee Suite, King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX.

**The meeting closed at 7.30 pm**

**REPORT TO CABINET**

<b>Open</b>		Would any decisions proposed :		
<b>Any especially affected Wards</b>	Mandatory/	Be entirely within Cabinet's powers to decide	YES	
	Discretionary /	Need to be recommendations to Council	NO	
	Operational	Is it a Key Decision	NO	
Lead Member: Cllr Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted: Cllr Brian Long		
		Other Members consulted:		
Lead Officer: Ostap Paparega E-mail: ostap.paparega@west-norfolk.gov.uk Direct Dial: 01553 616890		Other Officers consulted: Ray Harding, Management Team, Matthew Henry		
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications NO	Equal Impact Assessment YES/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications NO

Date of meeting: 28<sup>th</sup> February 2017

**TITLE KING'S LYNN COASTAL COMMUNITY TEAM**

<p><b>Summary</b></p> <p>King's Lynn has been awarded a Coastal Community Team by Government. The Team's main task is to produce an Economic Plan for King's Lynn. This report outlines the key steps</p> <p><b>Recommendation</b></p> <p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> <li>1. Accepts the Coastal Community Team Award for King's Lynn</li> <li>2. Approves the Coastal Community Team's proposed membership</li> <li>3. Delegates authority to the Executive Director for Commercial Services and the Regeneration, Heritage and Economic Development Manager in consultation with the Cabinet Member for Systems and Economic Development to form the Coastal Community Team and prepare the Economic plan for King's Lynn</li> <li>4. Receives the Economic Plan for endorsement.</li> </ol> <p><b>Reason for Decision</b></p>
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This proposal meets the following corporate priorities, as stated in the Corporate Business Plan 2015/16-2019/20:

Priority 2: Drive local economic and housing growth

- 4. We will support new and existing businesses to help them thrive
- 6. We will support activity that helps drive up the skills levels of local people

Priority 4: Celebrate our local heritage and culture

- 11. We will support the improvement of our built heritage, drawing in third-party funding wherever possible
- 12. We will support leisure and tourism within the borough

## **Background**

1. In September 2016, the Borough Council has submitted a bid for a Coastal Community Team for King's Lynn.

*What is a Coastal Community Team?*

2. 'A Coastal Community Team is a local partnership consisting of the local authority and a range of people and business interests from a coastal community who have an understanding of the issues facing that area and can develop an effective forward strategy for that place. The Team should include a range of local stakeholders and have broad support.'<sup>1</sup>
3. The main task of Coastal Community Teams is to produce an Economic Plan for their areas that captures relevant local economic information and assists the Teams in focusing on the key economic issues facing the coastal area that the Team covers.
4. The Government will provide £10,000 per Coastal Community Team to assist them in developing the Economic Plan. The funding can be spent on undertaking research, consultation and any other activities that would assist the Team in developing the Economic Plan.
5. Appendix 1 includes the Economic Plan template, although Coastal Community Teams have discretion in amending the template as appropriate.

## **King's Lynn Renaissance – Coastal Community Team proposal**

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<sup>1</sup> <http://www.coastalcommunities.co.uk/coastal-community-teams/>

6. The King's Lynn Coastal Community Team proposal offers an unique opportunity to bring under one umbrella key representatives of business organisations, public agencies and representatives of major employers in the area. It provides a new platform that will facilitate and improve collaboration and coordination across public and private sector initiatives as well as between key sectors in the local economy.
7. The Team will bring under one coordination representatives of the West Norfolk Chamber of Commerce, the Federation of Small Businesses, King's Lynn Town Centre Partnership/Business Improvement District, the West Norfolk Tourism Forum (Destination Management Organisation), King's Lynn ABP Port, Greater Cambridge Greater Peterborough LEP and New Anglia LEP, the newly launched University Centre West Anglia, King's Lynn Innovation Centre and a number of local business leaders.
8. The Team will commission a Employer and Business Needs Survey, which will provide the evidence base necessary to develop the Economic Plan
9. The Borough Council has been granted 'in-principle' Heritage Action Zone (HAZ) status. The Coastal Community Team will work closely with the HAZ Partnership Team to ensure that the CCT Economic Plan is aligned with the HAZ Delivery Plan to maximise the socio-economic and spatial opportunities arising from both initiatives and the synergies between the two Plans to lever in additional private and public investment in King's Lynn.
10. The Economic Plan must be published by 31 March 2017.

### **Options considered**

Option 1 – submit a King's Lynn proposal

11. The main reason of submitting a King's Lynn proposal is the town's key role as a sub-regional employment and economic centre. The CCT would ensure closer involvement of the business community and key local employers in developing an Economic Plan that would aim to strengthen King's Lynn as a location that is more competitive economically and more attractive socially

Option 2 – Submit a proposal for a different coastal area within West Norfolk

12. Hunstanton already has a Coastal Community Team, so this option has been discounted, and given King's Lynn's sub-regional role, other areas too have been discounted.

Option 3 – Do nothing

13. This option has been discounted on the basis that having a Coastal Community Team would present new opportunities and benefits that would enable the Borough Council to attract additional resources to stimulate local economic growth through the Coastal Community Fund and Coastal Revival Fund.

*Preferred option*



14. Given King's Lynn significant economic and employment role, the Borough Council has submitted an application for a Coastal Community Team in King's Lynn.

*Next steps*

15. Coastal Community Team formed – by 10<sup>th</sup> March 2017
16. Employer and Business Needs Survey – by 20<sup>th</sup> March
17. Economic Plan completed – by 31 March 2017

**Policy Implications**

This proposal meets the Corporate Business Plan's strategic priorities of driving local economic and housing growth and celebrating our local heritage and culture.

**Financial Implications**

No implications.

**Personnel Implications**

No implications

**Statutory Considerations**

No statutory implications.

**Equality Impact Assessment (EIA)**

(Pre screening report template attached)

**Risk Management Implications**

No implications

**Declarations of Interest / Dispensations Granted**

**APPENDIX 1**



**COASTAL COMMUNITY TEAMS 2017**

**ECONOMIC PLAN**

No.	Heading	Detail	Information
<b>Key Information</b>			
<b>1</b>	Name of CCT	N/A	
<b>2</b>	Single Point of Contact (SPOC)	Name Address Tel nos Email (this person needs to be readily accessible)	
<b>3 (a)</b>	CCT Membership	Names and position, e.g. resident, Local Councillor, community worker	
<b>3 (b)</b>	CCT Membership	Other partners and/or stakeholders to be involved, e.g. there may be members of the team who come in for specific projects, etc.	

<b>4</b>	Accountable Body	Local Authority Contact name & details	Does the Accountable Body have a representative on the CCT membership? <b>Y/N</b>
<b>5</b>	Local Area	Provide brief geographical description of the locality and a brief history if relevant.	
<b>6</b>	Context – community (suggested maximum 300 words)	Description of local community with demographics.	
<b>7</b>	Context – economy (suggested maximum 400 words)	Local economy, e.g. business, tourism, manufacture, etc, 'Starting point', i.e. where are you now?	
<b>8</b>	Related initiatives	What else is going on in the community of economic importance, e.g. BID, LEP, CIC, CCF, CRF	
<b>CCT Plan</b>			
<b>9</b>	Ambition	A positive statement of the aims and objectives of the plan and a description of what the team will achieve by its delivery. Description of 'what success will look like'.	

10	Needs of the community and intentions of the team to meet them.	Identify the socio-economic needs of the community and the opportunities to meet them. Each element should be Specific, Measureable, Achievable, Realistic and Timed (SMART).	
11	Analysis	Describe the strengths, opportunities, weaknesses and threats in meeting the needs at 10 (a).	
12	Data – <i>while an essential element of the plan, it could be included in a ‘daughter’ document.</i>	Provide evidence to support the intentions of the plan. This will include statistical data but broader data should also be included. Data used should be specific, relevant and transparent. It is sufficient to reference evidence held elsewhere.	
<b>Delivering the Plan</b>			
13	Key projects and/or bodies of work.	High level description of discrete pieces of work showing CCT role, indicative partners and timescales.	

<b>14</b>	Short term goals/actions	What will the team achieve in the next 6 months? Should demonstrate 'quick wins'.	
<b>15</b>	Performance measures	For first 6 months – to be SMART This could include increased footfall, extension of season, new businesses, jobs, training, etc	
<b>16</b>	Medium term goals/actions	For 6mths to 5 years	
<b>17</b>	Performance measures	For 6mths to 5 years – to be SMART This could include increased footfall, extension of season, new businesses, jobs, training, etc	
<b>18</b>	Long term goals and actions <b>Optional</b>	Strategic plans beyond 5 years – include performance measures where appropriate. Include desired outcomes.	
<b>19</b>	Barriers	Identify any barriers to delivering the plan and if you have contingencies to manage them.	
<b>20</b>	Resources	Who and what will be required to deliver each	

		element of the plan. Include 'in kind' services, volunteers, etc. demonstrate how local expertise will be utilised and/or grown.	
<b>21</b>	Costs	Detail of costs of each element of plan. This should describe likely spend, revenue to be raised, resources – including time for volunteers, social/virtual banking (i.e. swapping, sharing resources, skills, time, etc)	
<b>22</b>	Funding	Identification of funding streams and how costs of project(s) will or could be met.	
<b>23</b>	Maximising resources and costs	Describe how this will be minimised, e.g. shared services, use of technology, avoidance of bureaucracy, etc.	
<b>Communications</b>			
<b>24</b>	Consultation	Describe existing results of consultations, planned consultation exercises and expressions of support.	

<b>25</b>		Describe plans to involve and inform partners and other bodies, including accountable body, DCLG and CCA.	
<b>26</b>	Communication with community	How will the community and stakeholders be involved and informed of progress and outcomes.	
<b>27</b>	Communications Contact	Details of local contact for comms, media and informing DCLG et al of updates, events, etc.	Name, tel, email, address, etc
<b>CCT Logistics</b>			
<b>28</b>	Management of team	How the team will operate, frequency of meetings, centrality of team to projects, etc. How the team is representative of the community.	
<b>29</b>	Support structure	Network of support built to enable CCT to deliver the economic plan	
<b>30</b>	Costs	Running costs of CCT itself. These may be approximate and are likely to include, purchases, admin,	

		attendance, travel & subsistence, etc	
<b>31</b>	Sustainability	Long term plan for team and how this will be managed. E.g. how are businesses sustained while giving to team, how are volunteers supported, co-funding, shared locations, etc	
<b>32</b>	Areas of Specific Interest	Provide areas of on which you would wish to join a working group or network (virtual or otherwise), e.g. arts, tourism, housing, piers, sport, transport, heritage, marketing, etc.	



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Agenda Item 9

Document is Restricted

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## REGENERATION AND DEVELOPMENT PANEL WORK PROGRAMME 2016/2017

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
30 <sup>th</sup> November 2016	NWES Director to attend		Ostap Paparega	Added to Work Programme at the request of the Chairman. To be confirmed.
30 <sup>th</sup> November 2016	St George's Guildhall Verbal Update	Update	Chris Bamfield	To receive a verbal update.
30 <sup>th</sup> November 2016	Riverfront Delivery Plan - EXEMPT	Policy Development	Jemma Curtis	To comment on and receive information on the Riverfront Delivery Plan.  KLACC to be invited for this item.
30 <sup>th</sup> November 2016	One Public Estate - EXEMPT	Policy Development	Chris Bamfield	To receive the outcome of the One Public Estate Bid and discuss the Panels involvement in the process.
30 <sup>th</sup> November 2016	Work Programme and Structure of the Panel.			As requested at the previous meeting, the Panel would like an opportunity to discuss the future structure of Panel meetings and how items are considered for addition to the Work Programme.
30 <sup>th</sup> November 2016	Enterprise Zone Update - EXEMPT	Monitoring	Jemma Curtis	For the Panel to continue to be kept up to date on progress with the Enterprise Zone.
11 <sup>th</sup> January 2017	Structure of the Panel			Members of the Panel to submit suggestions in advance.
11 <sup>th</sup> January 2017	Monitoring on the 5 Year Land Supply	Monitoring	Duncan Hall/Alan Gomm	Requested by the Chairman.
11 <sup>th</sup> January 2017	Transport		Chairman	To discuss the possibility of setting up a Task Group/Informal Working Group to look at Transport issues in King's Lynn.

15 <sup>th</sup> February 2017	EXEMPT – King's Lynn Heritage Action Zone	Update	Ostap Paparega	
15 <sup>th</sup> February 2017	Coastal Community Team	Update	Ostap Paparega	
15 <sup>th</sup> February 2017	Structure of the Panel		Councillor Collingham and the Chairman.	
22 <sup>nd</sup> March 2017	Rail Improvements Update	Update	Chief Executive and Peter Jermany	Update as requested by the Chairman.
22 <sup>nd</sup> March 2017	NORA Projects	Update	Chief Executive, Ostap Paparega, Dale Gagen, Matthew Henry	
22 <sup>nd</sup> March 2017	Riverfront Delivery Plan – Preferred Options Consultation	Policy Development	Jemma Curtis	Consideration of the preferred options for the Riverfront Delivery Plan.
25 <sup>th</sup> April 2017	Traffic and Transport	Background setting.	Representatives from Norfolk County Council and Martin Chisholm	Follow on from item discussed in January 2017. Norfolk County Council to attend to provide information on what is planned for the future.