

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



# **Regeneration and Development Panel**

## **Agenda**

**Tuesday, 12th March, 2019**  
at 6.00 pm

in the

**Council Chamber  
Town Hall  
Saturday Market Place  
King's Lynn**





**King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX**  
**Telephone: 01553 616200**  
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Friday 1st March 2019

Dear Member

**Regeneration and Development Panel**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 12th March, 2019 at 6.00 pm** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

**1. Appointment of Vice Chairman for the remainder of the Municipal Year**

**2. Apologies for absence**

To receive any apologies for absence.

**3. Minutes (Pages 6 - 12)**

To approve the minutes of the previous meeting.

**4. 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.

**5. 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.

**6. 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.

**7. Chairman's Correspondence**

If any.

**8. King's Lynn to Hunstanton Railway (30 minutes)**

To receive a presentation from those involved in the campaign relating to the opening of the King's Lynn to Hunstanton Railway.

**9. Report of the River Informal Working Group (30 minutes) (Pages 13 - 37)**

**10. 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 paragraphs 1, 2 or 3 of Part 1 of Schedule 12A to the Act".

**11. EXEMPT - Guildhall Update (15 minutes) (Verbal Report)**

To receive a verbal update from the Executive Director.

**RETURN TO OPEN SESSION**

**12. Work Programme and Forward Decision List (Pages 38 - 46)**

**13. Date of the next meeting**

To note that the next meeting of the Regeneration & Development Panel is scheduled to take place on Tuesday 9<sup>th</sup> April 2019 at 6.00pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

To:

**Regeneration and Development Panel:** Mrs J Collingham, C J Crofts, S Dark, P Gidney (Chairman), M Chenery of Horsburgh, M Howland, C Manning, T Smith, A Tyler, Mrs E Watson and D Whitby

**Portfolio Holders:**

Councillor R Blunt, Portfolio Holder for Development

Councillor A Beales, Portfolio Holder for Regeneration

Councillor P Hodson, Portfolio Holder for Economic Development

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

**By Invitation:**

Members of the River Informal Working Group

**Officers:**

Chris Bamfield, Executive Director

Martin Chisholm, Business Manager

Jason Richardson, Regeneration Project Officer

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**REGENERATION AND DEVELOPMENT PANEL**

**Minutes from the Meeting of the Regeneration and Development Panel held on Tuesday, 29th January, 2019 at 6.00 pm in the Council Chamber - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillors P Kunes (Vice Chairman in the Chair), A Bubb (substitute for C Manning), C J Crofts, Mrs S Fraser (substitute for Mrs J Collingham), M Chenery of Horsbrugh, T Smith, Mrs E Watson and D Whitby (Vice Chairman)

**PORTFOLIO HOLDERS:**

Councillor A Beales, Portfolio Holder for Corporate Projects and Assets  
Councillor R Blunt, Portfolio Holder for Development

**BY INVITATION:**

Councillor R Bird – RD83

**OFFICERS:**

Alan Gomm – LDF Manager  
Ged Greaves – Senior Policy and Performance Officer  
Matthew Henry – Property Services Manager  
Nikki Patton – Housing Strategy Manager  
Hannah Wood Handy – Principal Planner

**RD73: APPOINTMENT OF VICE CHAIRMAN FOR THE MEETING**

**RESOLVED:** Councillor Whitby was appointed Vice Chairman for the meeting.

**RD74: APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs Collingham, Gidney, Manning, Lawrence and A Tyler.

**RD75: MINUTES**

**RESOLVED:** The minutes from the previous meeting were agreed as a correct record and signed by the Chairman.

**RD76: DECLARATIONS OF INTEREST**

There was none.

**RD77: URGENT BUSINESS**

There was none.

RD78: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

There was none.

RD79: **CHAIRMAN'S CORRESPONDENCE**

There was none.

RD80: **CORPORATE PERFORMANCE MONITORING - QUARTER 2 - 2018-2019**

The Senior Policy and Performance Officer presented the Corporate Performance Monitoring Report for Quarter 2 2018-2019. He explained that there was no action report included and this was because none of the indicators were failing to meet their target, which was good news. He explained that indicators relating to planning and housing had been performing well, but it was crucial to keep these monitored as Quarter 3 was traditionally a quieter period for house sales and development generally.

There were no questions from the Panel.

**RESOLVED:** The Panel reviewed the performance monitoring report.

RD81: **SOUTH EAST KING'S LYNN STRATEGIC GROWTH AREA/WEST WINCH RELIEF ROAD UPDATE**

The Panel was reminded that they had previously received an update on the South East King's Lynn Strategic Growth Area and Relief Road, most recently the Panel had considered the Cabinet Report from 13<sup>th</sup> November 2018 and the Panel had endorsed the Infrastructure Delivery Plan (IDP).

The LDF Manager explained that the IDP included an understanding of the infrastructure required to deliver housing in the area, including viability assessments. It was noted that because of the eighteen year delivery period some assumptions had to be made.

The IDP had been endorsed by Cabinet and would be used for discussions with land owners and to provide an understanding of the Section 106 agreements. The Panel was informed that the council were taking an active approach to delivery in the growth area and it was acknowledged that there would be a lot of work involved because of the multi ownership of the area.

The LDF Manager explained that it was anticipated that the council would put forward an outline planning permission for the whole of the site which would provide detail for landowners on what could be

expected in terms of the type of development and section 106 agreements which were likely to be required.

The Panel was informed that the council had applied for government grant funding, but this had been unsuccessful. However, the Council had been awarded some funding from the Norfolk Business Rates Pool, which would be used to take forward the planning application.

'Buy in' from land owners was crucial and officers would work with land owners to promote the benefits of working together to deliver development in the growth area. Officers were in the process of creating a timeline and work streams and work was also ongoing regarding the design of the West Winch Relief Road, working with developers, land owners, Highways England and Norfolk County Council. The design of the road was underway and specialist studies were ongoing. It was anticipated that a design of the road would be available in April.

The Panel was informed that meetings had been arranged with landowners and the local community to ensure that they were kept up to date and involved in the process.

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

In response to a question from Councillor Crofts it was explained that allocated site F was part of the growth area and no specific progress had been made on this site, other than that it had been included in the IDP. The Panel was also informed that extra capacity in the highways network would be required before some of the development could come forward and development would need to be phased as necessary.

In response to a question from Councillor Mrs Watson, it was clarified that the amount of housing had not been exactly specified, but it was anticipated that up to 4,000 homes could be delivered. It was explained that allocations had been made in the current local plan and further allocations would be made in the emerging local plan which would cover the eighteen year development period.

The Chairman, Councillor Kunes asked about the design of the Relief Road and it was explained that, due to constraints on the site, the alignment of the road would be similar to what had been indicated in the local plan. Work on the design of the road was ongoing and it was hoped that final plans would be available in April, which could then be made available for public consultation.

In response to a question from Councillor Bubb, it was explained that once the road was developed it would be designated accordingly, and it was likely that it would become the A10, but this was a matter for Norfolk County Council.



Councillor Crofts referred to the meeting with local communities and it was confirmed that West Winch and North Runcton would be involved in the process and the Panel was reminded that both Parishes had created a joint neighbourhood plan.

**RESOLVED:** The update was noted.

RD82: **CUSTOM BUILD ACTION PLAN**

The Housing Strategy Officer presented the report and reminded the Panel that in October 2018 the Panel had considered the draft summary of the action plan, supported creation of the action plan and agreed for it to be presented to Cabinet.

The Housing Strategy Officer reminded the Panel that in 2015 the Panel had established the Custom and Self Build Policy Development Task Group to take forward the duties placed on the Local Authority through the introduction of the Custom and Self Build Act, which included the requirement to create a register of individuals who were interested in custom and self-build opportunities and meet the demand through the availability of serviceable plots.

The Panel was provided with an overview of the work carried out by the Task Group and it was explained that the council had had the opportunity to work with Mario Wolf who was the lead on the National Custom Build Task Force. The challenge session with Mario Wolf had resulted in the creation of the action plan which set out what the council planned to do to fulfil their statutory obligations and wider opportunities.

The Panel was informed that the Task Group would monitor progress against the action plan and updates could be presented to the Regeneration and Development Panel as required.

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

The Portfolio Holder for Corporate Projects and Assets, Councillor Beales, congratulated officers on a very detailed and easy to read report. He explained that he had personal experience with developing a site and there were a lot of things that needed to be considered, for instance affordable housing and CIL requirements. He referred to action 12 which set out how the council would provide guidance and assistance to those interested in custom and self-build opportunities. He stated that this was key to encouraging land owners and individuals to take opportunities forward. Councillor Smith asked that any guidance produced be made easy to understand.

The Portfolio Holder for Development, Councillor Blunt explained that officers and the Task Group had a lot of work to do and he hoped that the result of this would be to provide opportunities for housing to be

delivered. It was noted that custom and self-build planning applications were now coming forward as the potential was realised.

**RESOLVED:** The Panel supported the recommendations to Cabinet as set out below.

It is recommended that the Action Plan be approved.

RD83: **COMMERCIAL PREMISES IN HUNSTANTON - REQUEST FROM COUNCILLOR BIRD**

The Panel was informed that this item had been added to the agenda at the request of Councillor Bird. Councillor Bird was present at the meeting and introduced Mike Ruston, Vice Chairman of the Hunstanton Coastal Community Team who had accompanied him to the meeting.

Councillor Bird felt that there was a need for more commercial premises in Hunstanton. He referred to the Business Premises Needs Assessment which had been commissioned by the Borough Council, a link to the survey had been included in the Agenda.

Councillor Bird felt that the results of the survey backed up his suggestion in that there was a need for commercial premises in the North Western corner of Norfolk. He referred to land allocated for employment in the local plan, which was allocated for a care home complex and open market housing. He explained that the creation of houses with care could provide full and part time jobs in the area, which would be a benefit to Hunstanton. Councillor Bird also commented that the creation of workshop space would also provide employment opportunities.

Councillor Bird highlighted that there was an imbalance of current working options for locals, that there was an overwhelming need to redress this by offering employment on a year round basis rather than depend so completely on seasonal work. He also commented that Hunstanton was a separate offer to King's Lynn and the provision of employment and how the area was promoted and marketed needed to be adjusted accordingly.

Councillor Bird suggested that there could be an Enterprise Zone or Service Centre established in Hunstanton, but with separate marketing and promotion to facilities in King's Lynn.

Councillor Bird made reference to the following sites in Hunstanton, which he considered to have potential to provide commercial premises and employment opportunities:

- Site allocated for employment in the local plan.
- Valentine Road Building
- Hunstanton Bus Station
- Southend Road Car Park Frontage

- Coach Park
- Smithdon School Playing field
- Redundant Infant School, Valentine Road
- Amalgamation of the Ambulance, Police and Fire Station
- Keith Brown Autos and redundant empty bike shop.

The Chairman thanked Councillor Bird for his presentation and invited questions and comments from the Panel, as summarised below.

The Chairman enquired if some of the sites and aspirations mentioned by Councillor Bird were already being addressed as part of the Hemingway Masterplan work. Councillor Bird did not think that they were because the Hemingway work was all about developing the leisure and tourism offer, whereas his aspiration was to provide commercial and employment opportunities all year round.

The Portfolio for Corporate Projects and Assets, Councillor Beales, thanked Councillor Bird for his presentation and for highlighting specific issues, many of which the Council were already aware of and looking at opportunities through One Public Estate and the Hemingway Masterplan work. He acknowledged that progress was slow, which could be frustrating, but he assured Councillor Bird, that these sites were being considered and opportunities were being looked at.

Councillor Smith acknowledged that it was important to try and make Hunstanton a place for year round employment and that the development boundary could be restrictive when it came to sites which could be allocated.

The LDF Manager explained that the Core Strategy nominated Hunstanton as an important hub and detailed policies had been included in the Local Plan specifically for Hunstanton. He referred to the allocated site for housing with care and explained that this could be expensive to provide, so would be offset with some market housing on site as well, but he felt that it was a good opportunity.

The LDF Manager reminded those present that the draft emerging Local Plan would be presented to Cabinet on 5<sup>th</sup> February and, if endorsed by Cabinet, would be available for public comments and consultation. The LDF Manager commented that this would be the opportune time for individuals in Hunstanton to put forward their views for Hunstanton and the type of development they would like to take place so that comments could be considered as appropriate.

The LDF Manager reminded the Panel that Hunstanton Town Council were in the process of producing a Neighbourhood Plan which could highlight local issues and direct the type and location of development in the area.

With regard to the development boundary, the LDF Manager explained that this could be restrictive when it came to the distribution of development. Councillor Bird commented that if the boundary was

moved it would provide more land, which could be developed for commercial use to the benefit of Hunstanton.

Councillor Bird acknowledged that there was a lot of development happening in Hunstanton, but it was important to keep the momentum and drive forward because there were less people now living in Hunstanton, and this could be because the lack of year round employment opportunities.

The Portfolio Holder for Corporate Assets and Projects, Councillor Beales explained that the council were making efforts to take the housing with care site, and opportunities for other sites forward and discussions were ongoing. He reiterated comments made by the LDF Manager in that individuals would soon have the opportunity to comment on the draft Local Plan and he encouraged them to do so.

The Chairman, Councillor Kunes, asked if it would be possible for the Panel to be presented with key findings from the Business Premises Needs Assessment and it was suggested that this be added to the Work Programme.

**RESOLVED:** The key findings from the Business Premises Needs Assessment be presented to the Panel at their meeting on 9<sup>th</sup> April 2019.

RD84: **WORK PROGRAMME AND FORWARD DECISION LIST**

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.

**RESOLVED:** The Panel's Work Programme was noted.

RD85: **DATE OF THE NEXT MEETING**

The next meeting of the Regeneration and Development Panel would be held on Tuesday 12<sup>th</sup> March 2019 at 6.00pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

Members were also reminded that they had been invited to the Corporate Performance Panel Meeting on 30<sup>th</sup> January at 6.00pm in the Town Hall to consider the budget.

**The meeting closed at 7.33 pm**

DRAFT

**POLICY REVIEW AND DEVELOPMENT PANEL REPORT**

REPORT TO:	Regeneration and Development Panel		
DATE:	12 <sup>th</sup> March 2019		
TITLE:	<b>Report of the River Informal Working Group</b>		
TYPE OF REPORT:	Policy Development		
PORTFOLIO(S):	Regeneration Performance and Economic Development		
REPORT AUTHOR:	Members of the River Informal Working Group and relevant officers.		
OPEN/EXEMPT	OPEN	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

**REPORT SUMMARY/COVER PAGE**

<b>PURPOSE OF REPORT/SUMMARY:</b>
<p>At its meeting on 3<sup>rd</sup> April 2018, the Regeneration and Development Panel established the River Informal Working Group with its Terms of Reference being to investigate the future of the Pontoons, Sail the Wash, use of the River and inland waterways.</p> <p>This report summarises the work carried out by the Informal Working Group and presents their recommendations for consideration by the Regeneration and Development Panel.</p>
<b>OPTIONS TO BE CONSIDERED:</b>
<ol style="list-style-type: none"> <li>1. Reject the recommendations put forward by the Informal Working Group.</li> <li>2. Support some/all of the recommendations and present them to the relevant Cabinet Member for consideration and/or submission to Cabinet if required.</li> </ol>
<b>RECOMMENDATIONS:</b>
<ol style="list-style-type: none"> <li>1. <ol style="list-style-type: none"> <li>1. That the Council endorse the vision and objectives set out in The Sail the Wash initiative and that the Council continue to support and encourage further marine leisure activity of the river and the Wash.</li> </ol> <p><u>In the Long Term:</u></p> <ol style="list-style-type: none"> <li>2. Support consideration to longer term development of marine leisure activity at Boal Quay.</li> </ol> <p><u>In the Short/Medium Term:</u></p> <ol style="list-style-type: none"> <li>3. Endorse the recommendations set out in the 'Development of Marine Leisure Activity in the Wash' by P D Harvey Consulting, 2018</li> <li>4. Develop further the facilities at the King's Lynn Visitor Pontoons. The Informal Working Group put forward options for this: <ol style="list-style-type: none"> <li>a. Support the Stage 2 application to the Coastal Community Fund to: <ul style="list-style-type: none"> <li>- extend the existing visitor pontoons to accommodate demand at peak times.</li> <li>- install swing moorings to start the provision of permanent mooring facilities in King's Lynn.</li> <li>- improve mooring and anchorage in the Wash.</li> <li>- develop further the marketing of Sail the Wash.</li> <li>- Employment of Marine Officer to deal with marketing and meet and greet.</li> </ul> </li> </ol> </li> </ol> </li> </ol>

- b. Discussions to be held with the owners of the Sea Cadets building regarding potential use of the facilities they had available for toilet and shower facilities. (preferred option).
- c. Provide a solution for waste disposal at Baker Lane.

5. That the Council acknowledge that the existing slipway is not fit for general marine purposes and give consideration to the installation of a new slipway, or relocation of the existing slipway at Boal Quay or an alternative appropriate location as part of the Nelson Quay redevelopment..

6. Support the Environment Agency to make improvements to the facilities available at Saddlebow including the installation of additional moorings and better utilisation of the existing pedestrian and cycle link between Saddlebow and King's Lynn including marketing and promotion.

7. The relevant Portfolio Holder engage in initial discussions with ABP regarding the potential provision of lift and store facilities in King's Lynn.

8. Officers engage with the Environment Agency to monitor the effect of the Denver Visioning Statement on the development of the river.

9. That if the CCF Bid is unsuccessful the Regeneration and Development Panel give consideration to reconvening the Informal Working Group to explore if there are any alternative options.

**REASONS FOR RECOMMENDATIONS:**

To improve the offer along the river and the facilities available to develop King's Lynn as a more attractive and accessible tourism destination for the marine leisure market.

**REPORT DETAIL**

**1. Introduction**

1.1 At its meeting on 3<sup>rd</sup> April 2018, the Regeneration and Development Panel established the River Informal Working Group with its Terms of Reference being to investigate the future of the pontoons, Sail the Wash, use of the River and inland waterways.

1.2 The Working Group were aware from the outset that the River has played a significant part in the History and Life of King's Lynn, and contributed to the town's economic prosperity. The economic life of the river however is in decline, and its use for social activities sporadic (albeit successful) and, unlike other areas, has not benefitted from a comprehensive redevelopment to restore its prosperity or enhance the life of the Town from a full time leisure perspective. The underdevelopment of a significant asset to the town could be addressed by the adoption of a wider long term comprehensive vision for the river and immediate area.

1.3 To address this and to inform the work of the group, the group were briefed on the aims and objectives of the existing Sail the Wash initiative and other developments along the river front, and believe that rather than a piecemeal approach a holistic and positive vision for the whole river, involving all parties, would be of significant commercial benefit to the borough, and be mutually beneficial to the developments along the river and in the immediate hinterland. Some of the issues considered by the group and subsequent recommendations reflect this approach.

- 1.4 Lastly the Informal Working Group understood that as the Council's ambition to redevelop Boal Quay and Nelson Quay as a priority as the land is within its gift, the working group felt that to maximise the full potential of this scheme and to drive value to that development, the ultimate objective should be to produce an overall vision of how the river could be developed alongside the 'land based' development involving other parties such as the Conservancy Board and Port Authorities and again some of the recommendations reflect this approach.
- 1.5 The Informal Working Group noted, but did not pursue, issues around the Fishing Co-operative and the modernisation required at the of Fisher Fleet Quay (at ABP's site) which will have to be reviewed and resolved if the river front is to be fully utilised.
- 1.6 The wide remit of this working group was felt to be a place to raise these issues whilst making appropriate recommendations to take matters forward through offering short term solutions to the issues raised by the Panel.

## **2. Membership of the Informal Working Group**

Councillors Westrop (Chairman), Collingham, Hipperson, Howland and Kunes were appointed by the Regeneration and Development Panel to serve on the Informal Working Group.

The meetings were also attended by the Portfolio Holder and supported by officers.

Councillor Squire attended some of the meetings under Standing Order 34.

## **3. Meetings Held**

The Informal Working Group met 7 times on the following dates;

14<sup>th</sup> June 2018  
17<sup>th</sup> July 2018  
6<sup>th</sup> September 2018  
18<sup>th</sup> October 2018  
28<sup>th</sup> November 2018  
9<sup>th</sup> January 2019  
13<sup>th</sup> February 2019

## **4. Vision of the Informal Working Group**

The Informal Working Group endorse the vision and objectives set out in The Sail the Wash initiative and recommend that the Council continue to support and encourage further marine leisure activity of the river and the Wash.

The Informal Working Group considered short term and long term actions to achieve this as set out in the recommendations.

## **5. Contributions from other organisations**

The Informal Working Group invited views from interested organisations. More information on the discussions held is available in the notes from the meetings on Mod Gov. The following individuals attended meetings of the Informal Working Group:

- Peter Harvey, Marine Consultant presented the Group with his report on opportunities to develop marine leisure tourism in the Wash and the Sail the Wash project and the proposed funding application to Round 5 of the Coastal Community Fund.

- Paul Separovic, Waterways Operations Manager, Environment Agency provided information on previous feasibility studies carried out by the Environment Agency relating to Saddlebow lock and the Denver Visioning Study.
- Robbie Bell and Adrian Tebutt from the Royal Yacht Association (RYA) East provided the Informal Working Group with information on the facilities and activities the Association provided along with information on water sport trends and club memberships.
- Captain Patrick Jary, Harbourmaster attended to provided detail on the impact on the Conservancy Board of any potential extension to the Pontoons. The Group noted that the Conservancy Board has a good working relationship with the Council. The Informal Working Group noted that the Conservancy Board supported the extension of the Pontoons but acknowledge that contractual discussions are yet to be concluded and there is the potential for this to adversely affect the future viability of the Pontoons Operation. The Informal Working Group encourage the Council to continue to work with the Conservancy Board to promote the wider benefits of extending the Pontoons, whilst recognising the financial pressures on both organisations.
- Bob Panrucker, King's Lynn Coastal Rowing Association provided information on the work of the Association and his future vision for the river.

The Informal Working Group would like to record their thanks to the organisations and individuals who attended meetings for their valuable contributions.

## **6. Summary of Items discussed by the Informal Working Group**

### 6.1 Sail the Wash Project

As early as the beginning of the last decade, a number of interested agencies including Fenland District Council, Lincolnshire County Council and the Borough Council looked collectively at forming a joint marketing initiative under the banner 'Sail the Wash'.

The concept was seen as, in principle, replicating the highly successful 'Sail Scotland' venture which began in 1994 and which transformed first the west coast of Scotland and subsequently almost all waters north of the border as a credible place to sail and keep a boat. Each location working independently to promote their location for marine leisure is not efficient or effective. Working collectively to promote the Wash as a destination, with a critical mass of destinations to visit (Wells, King's Lynn, Sutton Bridge, Wisbech, Fosdyke, Boston) would encourage 'coastal hopping' which is replicated in other destinations like Scotland and the South Coast.

### 6.2 Visitor Pontoons

The Regeneration and Development Panel agreed, at its meeting on 3<sup>rd</sup> April, that the Pontoons facility/service should be developed and the Informal Working Group have explored ways in which to do this, linking in with the Coastal Communities Fund application.

The Coastal Communities Fund application has been successful at Stage 1 and a Stage 2 application has been made. If this application is successful, funding to develop the facility and promote the 'Sail the Wash' project would become available. The Informal Working Group supports the proposals to develop the pontoons facilities and have made recommendations to the Panel to reflect this.



To further inform this recommendation and to make note of the facilities that will be needed to optimise this development the Informal Working Group also considered results from the visitor pontoon customer feedback survey.

The Informal Working Group noted that some feedback related to the lack of facilities and availability of information. These were things that would be improved if the Coastal Communities Fund bid was successful. This point was reinforced by those who use the River on a regular basis for sport and leisure activities.

The Informal Working Group discussed a short term, relatively cheap solution for waste disposal for the pontoons. The Group suggested that Baker Lane could be adapted to receive waste. The approximate cost for this would be about £10,000. The Informal Working Group have also asked for discussions to be initiated with the owners of the Sea Cadets building to ascertain if there was the opportunity to open facilities which were already available to users of the Pontoons. Initial discussions are ongoing.

The Informal Working Group also considered the use of floating facilities, similar to those which were provided at Wells and officers conducted some research on this, however this looks to be an expensive option, and some technical issues which would require resolution consequently the Informal Working Group felt that these type of facilities were more suited to a harbour rather than a tidal river. The Informal Working group decided that this would therefore not be put forward as one of their recommendations.

Discussions were held regarding offering up the pontoons for over winter and long term moorings. This could result in additional income if moorings were booked year round, however the Informal Working Group felt that this could be detrimental to visiting and tourist craft which may not be able to be accommodated. The Informal Working Group would therefore not be putting this forward as a recommendation, but note that this could be explored in the future if required. The Conservancy Board have agreed an extension from the seven day time limit for moorings which was currently in place.

The Informal Working Group supported expansion of the Pontoons along the river and the possibility of Pontoons which could accommodate larger boats being installed to hopefully attract more visiting craft. Currently the nearest facility for larger boats is at Wells.

The Informal Working Group also discussed the use of floating Pontoons and suggested that this was something that could be investigated by officers.

### 6.3 Inland Waterways/Facilities at Saddlebow

Mindful of the wider brief of river use, the Informal Working Group explored the findings of the previous Tail Sluice Feasibility Study and alternative leisure options other than the pontoons for improving river use and it emerged that Saddlebow is one of the few places in the area which could be sailed to all year round and benefited from not being tidal.

The Informal Working Group would therefore like to see the cycle and pedestrian link from Saddlebow to King's Lynn better utilised along with additional moorings installed at Saddlebow (operated by the Environment Agency) to encourage visiting craft from inland waterways. This will actively link that area to the town centre and provide a destination for inland visiting craft.

In summary the Informal Working Group would like to see improvements to the facilities at Saddlebow.

### 6.4 Denver Visioning Study

The Informal Working Group received information on the Denver Visioning Study which had been commissioned by the Environment Agency. The Informal Working Group note that there could be implications for the river and its flow, along with the potential benefit that this could bring to the area. The Informal Working Group suggests that officers engage with the Environment Agency to see how this can be taken forward.

#### 6.5 Slip way improvements

It was acknowledged that the current slipway to the rear of the Corn Exchange was difficult to access, in poor condition and not in the most desirable location because of its close proximity to residents. In order to increase activity on the river the Informal Working Group discussed how access could be improved or an alternative slipway installed. The Informal Working Group suggested Boal Quay as a location as part of the Nelson Quay redevelopment, or other appropriate locations to be considered as part of any future design work.

#### 6.6 Increasing visiting craft to King's Lynn

This would be achieved if the Coastal Community Fund bid was successful. A marketing plan formed part of the application. What this meant and what should be included in the offer was discussed by the group. Consideration therefore should be given to the offer of activities on the river and the Informal Working Group discussed ideas such as tourist boat trips and equipment hire provision.

The Informal Working Group considered capital and revenue costs of improving facilities to encourage visiting craft to King's Lynn. They believe that there will be indirect benefits relating to overnight person spend which will be of benefit to tourism and the local economy. Data on overnight person spend is included in the CCF Sail the Wash CCF Bid Business Case section 4.5 which is attached as Appendix 1.

#### 6.7 Lift and store facilities

The nearest lift and store facility to King's Lynn was in Wisbech and sometimes engineers had to be brought in from further afield for repairs. The Informal Working Group felt that there could be an interest in lift and store facilities in King's Lynn particularly in view of the declined of activity along the river.

The Informal Working Group noted that currently, if a craft broke down in King's Lynn it would either need to be tugged to Wisbech or removed via the slip way and transported. The Informal Working Group felt that there was limited space to accommodate lift and store facilities, but an option to explore in the future could be that the relevant Portfolio Holder and officers engage in discussions with ABP regarding potential facilities.

### **7. Conclusion**

The river and river frontage would benefit from a comprehensive review and creation of a long term strategy that would deliver positive outcomes for the borough, including an improved leisure offer and increased tourism activity. In the absence of such an overarching strategy, steps to develop various aspects of the river can be undertaken with a view to a more long-term proposition being put in place and the Informal Working Group's recommendation will, it is hoped, facilitate that process.

### **8. Recommendations put forward by the Informal Working Group**

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1. That the Council endorse the vision and objectives set out in The Sail the Wash initiative and that the Council continue to support and encourage further marine leisure activity of the river and the Wash.

In the Long Term:

2. Support consideration to longer term development of marine leisure activity at Boal Quay.

In the Short/Medium Term:

3. Endorse the recommendations set out in the 'Development of Marine Leisure Activity in the Wash' by P D Harvey Consulting, 2018

4. Develop further the facilities at the King's Lynn Visitor Pontoons. The Informal Working Group put forward options for this:

- a. Support the Stage 2 application to the Coastal Community Fund to:
  - extend the existing visitor pontoons to accommodate demand at peak times.
  - install swing moorings to start the provision of permanent mooring facilities in King's Lynn.
  - improve mooring and anchorage in the Wash.
  - develop further the marketing of Sail the Wash.
  - Employment of Marine Officer to deal with marketing and meet and greet.
- b. Discussions to be held with the owners of the Sea Cadets building regarding potential use of the facilities they had available for toilet and shower facilities. (preferred option).
- c. Provide a solution for waste disposal at Baker Lane.

5. That the Council acknowledge that the existing slipway is not fit for general marine purposes and give consideration to the installation of a new slipway, or relocation of the existing slipway at Boal Quay or an alternative appropriate location as part of the Nelson Quay redevelopment..

6. Support the Environment Agency to make improvements to the facilities available at Saddlebow including the installation of additional moorings and better utilisation of the existing pedestrian and cycle link between Saddlebow and King's Lynn including marketing and promotion.

7. The relevant Portfolio Holder engage in initial discussions with ABP regarding the potential provision of lift and store facilities in King's Lynn.

8. Officers engage with the Environment Agency to monitor the effect of the Denver Visioning Statement on the development of the river.

9. That if the CCF Bid is unsuccessful the Regeneration and Development Panel give consideration to reconvening the Informal Working Group to explore if there are any alternative options.

## **9 Financial Implications**

There are no financial implications arising directly from this report but Cabinet are asked to consider the future funding of the recommended interventions. The outcome of the CCF funding application (expected April 2019) will determine the future of the Sail the Wash initiative.

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The Informal Working Group realise that indirect benefits could be achieved through extensions and improvements, for example benefits relating to visitor spend. Information on the revenue and capital costs of the CCF bid are included in the attached Appendix.

## **10. Background Papers**

Marine Leisure Tourism Study – Sail the Wash

CCF Stage 1 Expression of Interest Form

King's Lynn Visitor Pontoons Customer Survey Feedback Results (2013-2018)

Agendas and Minutes from the Informal Working Group – available on Mod Gov

Tail Sluice Feasibility Study, Royal Haskoning 2009

## Coastal Communities Fund Round 5.

### ***Sail the Wash – The Business Case.***

#### 1. Executive Summary.

1.1 The overall aim of Sail the Wash is to further tap into the economic and social benefits from a thriving leisure craft scene and small boat culture. Although this has been nurtured by recent (mainly) public sector initiatives in and around local coastal settlements, it is time to build on that gain and take interest and activity to a higher level. It is key to protect existing jobs as well as increasing related employment prospects. This will secure the longer-term viability of existing small craft mooring and related infrastructure.

1.2 For small boats, The Wash presents some challenges - as despite deep water abounding, access to the ports on its rivers is tidally constrained. Sail the Wash seeks to adopt best practice from elsewhere and adapt it to suit local needs. What works in other, similar coastal localities and indeed regions can work here too.

1.3 In addition to the tidal factors, two shortcomings require addressing. First, as the Wash is off the beaten track boats from seaward need encouragement to divert. The towns already offer destinations for the leisure boater through their developed facilities and have much by way of attraction ashore, both local and regional.

An extension of this need is signposting and direction, for intending users, clarifying passage making into and out of the Wash waterways. Local aids to navigation are good because the commercial Wash ports make them so. Nearly 2000 coastal and short sea trading ships per annum make that necessary. But information pertinent to the small craft sailor is lacking or out of date and as with other regions, only respected information will be taken seriously.

1.4 The second shortcoming that needs addressing is that the Wash has a poor reputation amongst the target markets and this needs countering. A campaign to this end is a vital component of the task, just as it was in the mid-1990s when Sail Scotland set about changing perceptions of Scottish waters – promoting it as somewhere to keep a boat or go on a summer cruise. The Initiative was very successful, activity there has changed and Sail Scotland is now an arm of and financially supported by Scottish Tourism. Sail Scotland and has been a consultee in Sail the Wash planning.

1.5 Before promotion can begin much is required to make the 'product' 'user friendly.' Promoting before this may generate greater use by the sailing fraternity but it is unlikely that this would turn into repeat visits or result in good public relations.

Therefore, a programme of coastal surveys, with the placing of additional minor aids to navigation, is planned to 'sign post' routes for leisure vessels. Ordinarily, either the three statutory harbour authorities or Trinity House, the General Lighthouse Authority would fill the gap. However, their guiding principle is cost benefit and their intervention in the waters and interest in small boats has declined. Hence the need for the Sail the Wash project.

1.6 Overall, Sail the Wash seeks to:-

- Augment the existing short term, visitor mooring facility in King's Lynn where demand exceeds supply.
- Establish six permanent moorings in King's Lynn as the starting point for a simple but wider scheme which can be expanded as demand is stimulated.
- Appoint a Marine Officer to manage all King's Lynn leisure craft movements and coordinate 'umbrella marketing' under the Sail the Wash banner.
- Increase the existing permanent pontoon moorings at Cross Keys Marina, Sutton Bridge to a) bring the scheme up to designed capacity and b) provide short term visitor berths.
- N.B The business plan for Cross Keys Marina (see attached – Nene Marine, Colvill Consulting) was predicated on a scheme with 32 more berths than the 'as built' outcome. Occupancy is approaching capacity and from a business perspective at least, the time is highly opportune to address the shortcoming.
- Conduct hydrographic surveys to identify destination and passage anchorages in and around the Wash to enable better and more extensive use of local waters by permanent berth holders and visitors.
- Establish the Sail the Wash 'umbrella marketing' initiative to promote the re-packaged, Wash wide marine tourism 'offer' and have a positive influence on how the Wash is regarded within the target markets.

## Main Report

### 2. Organisational Structure.

2.1 This project results from and builds on the earlier successes of an informal partnership and joint working between two district authorities and one county council who share coastlines and therefore interests in marine activity in the greater Wash area.

The Borough Council of King's Lynn and West Norfolk (BCKLWN) is a littoral district authority in NW Norfolk with, *inter alia*, responsibilities for regeneration and economic development. BCKLWN, together with its local Coastal Community Teams

leads on the proposed project in conjunction with Fenland District Council (FDC) and Lincolnshire County Council (LCC).

Given a successful Stage 2 application, BCKLWN would be the contracting body and an MoU would be created to manage the areas of responsibility of the other project partners.

2.2 Oversight of project delivery and responsibility for decision making will lie with specific borough council officers, who will have a duty for; Flood Risk and Special Projects, Regeneration Programme Management and at Corporate Director level, port and statutory harbour authority functions, engineering and asset management and economic development.

2.3 The evolution of the Sail the Wash project has been in consultation with other appropriate local bodies. These include the neighbouring harbour authorities, the private marina operator and the Wash wide European Marine Site Management Scheme. While there is no partnership arrangement beyond the three parties, the Sail the Wash ethos has been to work and consult across borders. As far as the target markets are concerned - the boating fraternity in all its guises – local authority borders are of no consequence.

2.4 The project team principals are well versed in delivering marine infrastructure development in local waters. FDC retains an assets and civil engineering team offering design and principal contractor capability. BCKLWN is currently scoping an extensive waterfront regeneration scheme of which the existing visitor moorings form an integral part. LCC led on the newly established marina at Sutton Bridge and is delivering the Fens Waterways Link bringing inland waterways connection between the cathedral cities of Ely, Peterborough and Lincoln and the town of Boston.

2.5 Similar projects completed to date have demonstrated significant success. The Sail the Wash proposal that forms the CCF Round 5 bid is the extension of what has been achieved so far.

### 3. Project Background.

3.1 Twenty years ago, facilities for leisure boating in and around the Wash were rudimentary, if they existed at all.

Although, leisure boating has long since been part of the scene in the drying harbours of Burnham, Brancaster, Wells and Blakeney when compared with other areas, levels of activity have been minimal and by modern standards, basic. A local driver of the economy, there was surely more to achieve by national measure.

3.2 In the late 1990s, FDC as the harbour authority for the tidal River Nene undertook a review of the status and prospects for the Port of Wisbech. Commercial use of the port had declined as the nature of short sea shipping changed, making much quay space now redundant. For the small ports who embraced change, effective alternative use was found by capitalising on the popularity of leisure sailing.

3.3 An initial, simple pontoon layout started the Wisbech transformative process. This was followed by a more formal marina layout in 2000. In total, 128 modern marina berths were created and a good rate of occupancy has resulted. Full

boatyard facilities followed and with them, gradually, marine related trades have become established.

3.4 Not long after, the port of Fosdyke on the River Welland lost its only commercial customer, an agri chemical importer and the port was in danger of dereliction. However, a private enterprise created Fosdyke Yacht Haven which does for the SW corner of the Wash what Wisbech has for the centre. Boatyard services are offered and a latent level of local demand is catered for.

3.5 More recently, BCKLWN has installed a 45 metre short stay visitor pontoon on the River Ouse, located close to the town centre. This provides civilised mooring and shoreside access for boaters from inland and seaward and represents a new destination in the Wash. This has rekindled much local interest in King's Lynn's rich maritime heritage.

3.6 At Sutton Bridge on the River Nene, just across the border into Lincolnshire, the long planned Cross Keys Marina, opened in 2017, has brought a new focus to the social and economic opportunities in this strategically positioned, trunk road settlement. This was an otherwise bypassed township in some decline. Berth occupancy rates are good and have generated confidence over growth prospects.

3.7 The market experience gained by the relevant authorities has been extensive but until recently, unshared, but what is recognised is that these new facilities do not function in isolation.

3.8 A lesson learned is that the infrastructure, while essential, is only part of how market need is addressed. Markets change and while early interest came because new facilities existed, maintaining market interest is a function of management and marketing. Whilst the project partners operate within district and county boundaries, the boating fraternity does not. There is an accepted wisdom that what the Wash has to offer must be treated as a whole. A view supported by feedback from existing users and two independent professional studies.

## 4. Strategic Context.

### 4.1 The Aims and Objectives of Sail the Wash are:

- To establish the greater Wash area within the target markets as a credible place to:
  - Keep a boat
  - Visit by boat
  - Visit to enjoy the boating scene (land borne tourist)
  - Make extended visits and return visits.
- To facilitate the growth of a “small craft culture” where boating in any form is enjoyed by locals and visitors and seen as a local pastime.
- To facilitate the economic, social and employment benefits to be derived from leisure boating activity.
- To create and sustain a local leisure boating ‘product’ which is respected and valued within the target markets.



4.2 Development to date by way of mooring provision has been initiated by various bodies who have put their own objectives first. While undeniably this has transformed local boating prospects, like any market, continual adaption and improvement is essential.

A more recent professional appraisal of Wash wide provision and prospects revealed service gaps, a decline in previously enjoyed growth and a perception of the region being insufficiently user friendly, among users and potential users.

4.3 Countering this view needs more than marketing and promotional campaign. It needs fundamental product development.

4.4. Addressing the identified gaps forms the basis of the project plan. This will be achieved through a combination of activities to:

- Improve ease of small craft navigation within and to and from the Wash.
- Build the confidence of small craft users to sail in unfamiliar waters.
- Give reason for boaters to divert into the Wash and to enjoy extended visits.
- Augment and improve existing destinations.
- Develop additional destinations within the constraints of local waters.
- Promote the changes to generate and maintain target market interest through the establishment of the Sail the Wash joint marketing initiative.

4.5 Beneficiaries of a successful project can be direct or indirect. Direct beneficiaries are the boating fraternity, who are presently not enjoying or not sufficiently enjoying what the Wash has to offer. These include:

- Sail cruising
- Motor cruising
- Of inland waterway (non tidal) origin
- Of seaward origin
- Of home or overseas origin
- Sea angling
- Narrow boating
- Seeking permanent 'home' moorings
- Seeking new / interestingly different visitor destinations
- Sail training trusts

Indirect beneficiaries include:

- The land borne tourist attracted by 'masts in the river'
- Marine businesses providing services to boaters
- Non marine businesses supplying goods and services to all

4.6 Identification of need and opting for the solutions represented in the project plan has resulted from:

- Analysis of existing customer feedback. This included formal and informal consultation and information gathering.
- Several professional studies have concluded that for the mooring provision developed to date, to further capitalise on market potential, key enhancement is required of the moorings and the wider local marine environment.

4.7 Other consultees have included the statutory harbour authorities, private marine businesses, BCKLWN tourism and leisure specialists, publishers and authors of specialist marine journals, including overseas titles. Sail Scotland have also been consulted. Sail Scotland are the umbrella marine marketing organisation founded in 1996, now part of Scottish Tourism, which changed the face of leisure boating in Scottish waters. Sail Scotland provides a sustainable model for Sail the Wash - what worked there can work here.

## 5. Project Delivery.

5.1 The Wash, along with much of the lower UK east coast is tidally constrained. Opportunities to sail when the fancy takes, enjoyed in other regions, is denied to many an east coast sailor. The scope for 'marina hopping' – day sailing from destination to destination – is not an option.

Nonetheless, the Wash in particular has much to commend it, including the sense of wilderness, its fauna and by no means least, not being crowded.

5.2 Due to a reputation for being somewhere not to go sailing, there is an identified need to change perceptions. But more than that, there have to be subtle, though substantive, changes made to the ease by which boaters can sail the Wash.

### 5.3 The project aims to:

- Establish through hydrographic surveys and the placement of aids to navigation, a means by which small vessel mariners can plan and execute passages into Wash destinations, benefitting from pilotage information not currently available.
- Establish through hydrographic surveys, cruising destinations around the Wash offering secluded and sheltered anchorages which can be enjoyed over a given tidal cycle. As tidal constraints prevent timely cruising from one river to another, anchorages offering destinations over a low water period would be a convenient way of making local waters more user friendly.
- *Sutton Bridge*. Reconfiguring Cross Keys Marina, through the provision of 32 additional permanent berths and a dedicated visitor and short-term mooring facility. The Town Quay has the additional scope to provide occasional berthing for feature vessels of the 'Tall Ships' type. This in turn makes for significant visitor attraction.
- *King's Lynn*. Create an additional 57 metres of short-term mooring provision to that existing on South Quay. This provides sufficient berthing at times of peak demand. Due to the planned configuration, vessels of deeper draft than can currently be accommodated will be able to visit without tidal constraint.

King's Lynn also seeks to add permanent berths to its offer but conventional marina, pontoon berths are not easily configured in the river. As a solution to this issue, the Sail the Wash project seeks to lay six swinging moorings in the River Ouse upstream of the Town Quay including one mooring specifically for the use of a locally based feature vessel.

5.4 *Job Creation.* The mooring development in the Wash has resulted in 6 direct and 15 indirect jobs comprising marina management, operation and administration, marine trades working out of the boat yards in Wisbech and Fosdyke, and secondary retail jobs adjacent to Fosdyke Yacht Haven, linked to and dependent on the marina.

5.5 In King's Lynn and within the borough council there is 1 FTE management and administration role as a result of the Town Quay mooring. There are 7 direct and 16 indirect jobs which are at risk if the Wash wide product is not nurtured and developed.

While marine industry data (British Marine, Federation as was) suggests that for every one (1) direct marina job, 12 are created in the vicinity, it is thought to be an unrealistic extrapolation for an area where the 'base line' of boating activity is low.

5.6 However, it is known, for example, that local business of various complexions have begun stocking marine products as a result of increased boating led demand. Therefore if a ratio of 1:4 was applied it would be reasonable to claim that there are 24 indirect jobs across locations within the study area.

5.7 This project seeks to create from the outset:

- 1 further FTE in the Sail the Wash marketing role
- 1 FTE for King's Lynn in mooring management.
- Through links created in support of growth and performance of the wider retail sector, by promotion to water and land borne visitor economy, a further 15 FTE throughout the project area over the CCF funding cycle 2019/21.

It is further estimated that as activity increases, a multiplier closer to the 1:12 British Marine could be applied. On that basis, the Sail the Wash project could reasonably be thought to be the progenitor of an estimated 12 FTE marina related jobs; double the current number and with a multiplier of even 1:6, 72 indirect jobs could be the outcome.

5.8 Some of these jobs could have a seasonal component but it cannot be overstated that the Wash ports, in terms of leisure boating, are starting from a low base. However, without the public sector intervention and the Sail the Wash project taking it to the next level, there is a real risk of losing ground.

In terms of jobs that directly and indirectly result from the project, their longer term prospects beyond the CCF sphere of interest are deemed good.

5.9 Jobs so far created on the back of small craft activity are sustained by income from the very activity that has sprung up. It is firmly believed that the same principle can apply to job creation resulting from CCF intervention.

5.10 The FTE post/s out of King's Lynn, while supported financially over the life of the project will, from the increase in small craft traffic, be a continued operational requirement. They will be sustained from income generated and from within budgets of the project partners, existing and additional.

## 6. Project Resources.

## 6.1 The project comprises:

- Construction of additions to existing mooring infrastructure
- Recruitment of full time Marine Officer
- Hydrographic surveying
- Laying of swinging moorings
- Establishment of Sail the Wash website

The anticipation is that these will be delivered and or overseen by the specialist resources within the existing project partner teams:

- Construction by Fenland DC Assets and Engineering.
- Recruitment through King's Lynn and West Norfolk Borough Council HR.
- Hydrographic Surveying by Nene Ports Authority.
- Moorings laying by King's Lynn Conservancy Board.
- Sail the Wash website design and development by outside contractor, managed by King's Lynn Marine Officer on appointment.

6.2 All relevant policies (e.g. Health and Safety), are established local authority policies and will apply as appropriate.

The job description for the new post supported by CCF funding is attached.

## 7. Project Costs.

Project costs are identified in the attached cost plans and quotation files.

## 8. Joint Funding.

8.1 The application is for whole funding support.

8.2 The exception is pontoon equipment already procured for the proposed extension at Cross Keys Marina, Sutton Bridge. This comprises 8 x 11.5 metre pontoon sections which if included in the funding bid as an additional cost would add approximately £84,000.00 to the capital requirement. This therefore represents a contribution by way of joint or own reserves funding.

## 9. Financial Appraisal.

9.1 Direct income sources are principally mooring fees from permanent berth holders and visiting boats. The mooring locations relevant to the project are:

- King's Lynn South Quay
- Cross Keys Marina Sutton Bridge

9.2 Since inception, the King's Lynn visitor pontoon has generated approximately £11k in mooring fees. However, by applying British Marine multiplier, the economic benefit to the local economy from visitors over the same period is approximately £72.7k

Cross Keys Sutton Bridge, since inception, has generated approximately £58k in permanent mooring fees. The British Marine multiplier for permanent berth holder economic impact gives in the region of £108k to the local economy. This excludes mooring fees and from visitors, £4.6k over the same period.

9.3 Extrapolating over the duration of the project and achieving projected increases in permanent berth holder occupancy, visitor nights and local spend, suggests for King's Lynn a further £16.5 in visitor mooring fees, £109.07k local impact from visitor spend, £3.37k from permanent berthing fees and £18k local impact.

At Sutton Bridge over the project duration, increasing permanent berth capacity and providing short term mooring facilities demonstrates an estimated additional income of £24k permanent berthing fees, additional local impact from permanent berth holders of £45k and visitor local impact £6.08k.

9.4 While direct income is important as a means of offsetting operating expenses, from a local authority standpoint, being a catalyst for regeneration is to a large extent the rationale for local marine leisure development.

Colvill Consulting in their Nene Marine (Cross Keys Marina) business plan showed the improvement to public realm which resulted from the establishment of Wisbech Yacht Harbour. (Pages 6 and 7). While the residential build out of adjacent land has been slower than originally anticipated, developers have been unequivocal that without 'masts in the river', they would not have looked favourably on the sites.

## 10. Marketing and Communications.

10.1 After 'product' development, communication to target markets is the main thrust of the project. In the main this will be via the Sail the Wash website. However, there are other targets and marketing objectives and therefore media to employ.

The establishment of Sail the Wash as an entity has to be communicated to the boating fraternity. This will be achieved variously by:

- Articles and press releases submitted to national and regional yachting and boating publications.
- Articles and press releases submitted to regional consumer publications. Such as KL Magazine and The Fens.
- Direct mail to regional yacht and boat clubs.
- Press releases to north European boating publications.
- Notification to coastal marinas and within the range Ramsgate to the Scottish border.
- Liaison with other Norfolk tidal havens.
- Notification to inland marinas throughout the Eastern and East Midlands regions.
- Liaison with publishers of nautical reference publications.

- Liaison with the Royal Yachting Association Eastern and East Midlands regions.

10.2 The benefits of participation in, and membership of, Sail the Wash will be directly communicated to relevant businesses and bodies throughout the region by mail, press releases and direct visit. Targets will include:

- Marine and marine related businesses and suppliers of marine products.
- Businesses in coastal locations who would regard visitors by boat as potential customers.
- Other regional tidal havens.
- District council tourism and leisure teams throughout the region.
- The Norfolk and Suffolk Broads Authority.
- The Environment Agency.
- The Canals and Rivers Trust.
- Norfolk, Cambridgeshire, Lincolnshire tourism and leisure officers.
- Visit East of England.

10.3 The Sail the Wash dedicated website will be the principal medium of communication with the boating fraternity. This will give topical, up to date information on:

- Ports and anchorages
- Marinas
- Passage making from the north, south and near continent.
- Notices to Mariners
- Weather
- Distances and timings
- Tides and tide tables
- Reference books
- Local tourism attractions
- Local transport links
- Inland waterways links
- Marine trades and services
- Local charts
- Places to eat and shop
- History
- Advertisements of members' businesses

## 11. Monitoring and Evaluation Frameworks.

11.1. Indicators exist as means of monitoring performance at all project locations. These variously include permanent berth occupancy, visitors, boatyard services, income, enquiries, advertising effectiveness, and maintenance of service standards in accordance with The Yacht Harbours Association code of practice for marina operation.

In addition, qualitative information is gathered through written and oral enquiry of visitors to King's Lynn, in Wisbech via the berth holders' association and at Sutton Bridge, through the permanent berth user group.

11.2. Provision will be made on the Sail the Wash website for user feedback. The Marine Officer will have regular liaison with Sail the Wash business members both marine and non-marine.

## 12. Risk Analysis.

### 12.1 SWOT

#### Strengths:

- Network of moorings of modern standard with good levels of support services.
- Attractive destinations with shore-side access for visitors by boat.
- Good regional attractions for land and water based visitors.
- Developing programme of marine events.
- Inland waterways links.
- Good transport links to regional centres.
- Established working partnership ethos across borders.
- Extensive experience of marine infrastructure development and operation.

#### Weaknesses:

- Tidal constraints preventing easy day sails.
- Bad reputation as a cruising ground.
- Outdated pilotage and navigational information and guidance.

#### Opportunities:

- Re-develop a culture of boat owning, use and awareness.
- Regenerate boatbuilding and marine trades.
- Encourage small boat activity amongst the young with RYA support.
- Encourage small boat activity amongst people with disabilities. RYA Sailability Scheme.
- Leisure boating as a catalyst for wider regeneration.

#### Threats:

- Further delay in landside development.
- Depressed economic conditions as a barrier to progress.
- Lack of inward investment.
- Historic status as area of deprivation going unchecked.

#### Risks.

Achievements of the project and targets could be jeopardised by:-

Risk and Type	Element	Level	Minimised by
Organisational	Framework for partnership.	Low	Successful partnership exists covering decision making, funding sources, ownership, governance and project management. Partners' existing resources are supported by external specialists as necessary. Project MoU drafted.
Planning and Environmental	Failure to obtain planning consents.	Nil	Main capital proposals are extensions of existing structures. Project aligns with local plans and policies. Application process in train.
Land and Marine Use	Failure to acquire other key consents.	Nil	Preliminary consultations undertaken with statutory consultees. Acceptance exists in principle. Formal consents to be obtained before commencement.
Funding	Funding shortfall. Cost increase.	Low	Funding confirmed before commencement. Inflation allowance built in.
Construction delay	Late funding decision. Seasonal constraints over being on site. Scope for slippage by 12 months.	Medium	Completion could still be achieved within duration of CCF project.
Market	Lower than forecast demand/income shortfall.	Low	Demand projections based on existing successful developments and experience gained. Good management. Dedicated marketing programme as part of project plan. Commitment by project partners to support beyond project duration.
Legislative/Policy	Change in public policy	Low	Project aligned closely with long term public policy objectives.





**Cost Estimate for Leisure Extension**

<b>Item Nr</b>	<b>Item Description</b>	<b>Cost</b>	
		<b>£</b>	
1	Insurance of Constructional Plant.	£	9,000.00
2	Insurance against damage to persons and property.	£	2,000.00
3	Insurance against Professional Indemnity.	£	1,500.00
4	Site setup, erection, operation and dismantling of Temporary offices, messes and welfare facilities for the Contractor until completion of the Works.	£	3,000.00
5	All lighting and watching as specified within the Contract or as the Contractor may require to complete the Works.	£	6,500.00
6	Preparation and submission of the Draft Health and Safety File, supporting Operation and Maintenance Manuals and As-Built Drawings.	£	3,000.00
7	Preparation and submission of the Final Health and Safety File, supporting Operation and Maintenance Manuals, and As-Built Drawings.	£	3,000.00
8	Mobilisation and De-mobilisation of equipment	£	8,000.00
9	Bankside Quay Crainage for the Works.	£	7,500.00
10	Design, Supply and Installation of Steel Tubular Guide Piles for Leisure Pontoon support. 3@ £12K OPTION A	£	36,000.00
11	Design, manufacture and delivery, including mooring cleats, ladders and all associated infrastructure for Leisure Pontoon Extension (approx 57.5m) OPTION A	£	45,000.00
12	Assembly, crainage, transportation and installation, including mooring cleats, ladders and all associated infrastructure for Leisure Pontoon Extension. (approx 57.5m) OPTION A	£	10,000.00
13	Design, Supply and Installation of Electrical Services for Leisure Pontoon Extension, including Service & SOS bollards, cables and all associated infrastructure.	£	5,000.00
14	Design, Supply and Installation of Water Services for Leisure Pontoon Extension, including all associated infrastructure.	£	3,500.00
15	Commissioning, testing and supply of all associated certificates for the works.	£	1,000.00
		<b>£</b>	<b>144,000.00</b>

<b>Summary</b>			
A)	Construction Cost		£ 144,000.00
B)	DT 6% increase on top of original tendered rates (02/02/2016)	6%	£ 8,640.00
C)	% increase to re-tendered rates (2019/20) or (2020/2021)	15%	£ 22,896.00

**Cost Estimate for Leisure Extension**

Item Nr	Item Description	Cost £
D)	Gross Total	£ 175,536.00

## Borough Council of King's Lynn & West Norfolk - South Quay Pontoon Extension

### Cost Estimate for Leisure Extension

<b>Item Nr</b>	<b>Item Description</b>	<b>Cost £</b>
1	Construction	£ 175,536.00
2	Hydro Surveys	£ 2,000.00
3	Habitat Survey	£ 2,500.00
4	Principal Designer & CDM	£ 10,000.00
5	Planning Permission	£ 1,000.00
6	EA Consent	£ -
7	MMO Consent	£ 2,200.00
8	Marine Mammal Observer - as required by MMO during piling operations.	£ 3,000.00
<b>9</b>	<b>Sub Total</b>	<b>£ 196,236.00</b>
10	Contingency @ 5%	£ 9,811.80
11	Fees @ 10%	£ 19,623.60
<b>12</b>	<b>Grand Total</b>	<b>£ 225,671.40</b>

**Start date** - Enter the start date for your project in Cell B6. The start date for revenue projects should be when the first member of staff starts work on the project. The start date for capital projects should be when the contractor commences site set-up. You must be able to start your project within six months of a funding offer from CCF, and all CCF funding must be spent and claimed by 31 March 2021. Round 5 awards are expected to be announced in Summer 2018 for fast track early deadline projects and the main programme will be Winter 2018/19.

**Funding beyond March 2021** - Any funding from other sources beyond the end of the CCF funding period should be included in the column 'Beyond March 2021'.

**VAT** - All VAT that is non-recoverable should be included in your project costs. CCF cannot pay for VAT which you expect to recover. If you later find that the costs of your project increase because you have made a mistake about your organisation's ability to recover VAT, we will not increase CCF funding to cover this.

**Capital section** - If your capital project cost is over £100,000 and have you completed one or more Capital Cost Plans, then enter the total capital amount for all Capital Cost Plans in the applicable budget line (Row 34 and/or 35) below. You can find these totals on the Cash Flow tab of the Capital Cost Plan, by adding the monthly figures. If we haven't asked you to complete a Capital Cost Plan (because your capital project is under £100,000) then enter your capital costs at the capital item headings below (Row 37 and onwards).

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Start date	(Format DD/MM/YYYY)		2018-19		2019-20		2020-21 to CCF spend deadline 31.03.21		Beyond March 2021 (no CCF funding available)	Total	Funding from CCF	Other secured funding or in kind contributions	All funding sourced? (Funding officer use only)
	01/07/2018 - 31/3/2019		Total cost	Amount from CCF	Total cost	Amount from CCF	Total cost	Amount from CCF	Total cost				
			Total cost	Amount from CCF	Total cost	Amount from CCF	Total cost	Amount from CCF	Total cost				
<b>Revenue</b>													
Salaries, NI and pensions	£0.00	£0.00	£40,000.00	£40,000.00	£40,000.00	£40,000.00	£40,000.00	£40,000.00	£80,000.00	£80,000.00			Total correct
Freelance Fees									£0.00	£0.00			Total correct
Recruitment			£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,500.00			Total correct
Training			£6,000.00	£6,000.00	£6,000.00	£6,000.00	£6,000.00	£6,000.00	£7,000.00	£7,000.00			Total correct
Travel, volunteer costs and other									£0.00	£0.00			Total correct
Accommodation and utilities									£0.00	£0.00			Total correct
Monitoring, evaluation and learning									£0.00	£0.00			Total correct
Professional and legal fees									£0.00	£0.00			Total correct
Translation costs									£0.00	£0.00			Total correct
Marketing			£5,000.00	£5,000.00	£5,000.00	£5,000.00	£5,000.00	£5,000.00	£10,000.00	£10,000.00			Total correct
PPE / Craft			£10,000.00	£10,000.00	£10,000.00	£10,000.00	£10,000.00	£10,000.00	£15,000.00	£15,000.00			Total correct
Maintenance and safety surveys									£8,500.00	£8,500.00			Total correct
Other (type here)									£0.00	£0.00			Total correct
Other (type here)									£0.00	£0.00			Total correct
Other (type here)									£0.00	£0.00			Total correct
Revenue total	£0.00	£0.00	£63,500.00	£63,500.00	£63,500.00	£63,500.00	£63,500.00	£63,500.00	£123,000.00	£123,000.00	£0.00		Total correct
<b>Overheads</b>													
Staff									£0.00	£0.00			Total correct
Utilities									£0.00	£0.00			Total correct
Other (type here)									£0.00	£0.00			Total correct
Other (type here)									£0.00	£0.00			Total correct
Overheads total	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		Total correct
Revenue + Overheads	£0.00	£0.00	£63,500.00	£63,500.00	£63,500.00	£63,500.00	£63,500.00	£63,500.00	£123,000.00	£123,000.00	£0.00		Total correct
<b>Capital</b>													
Total Capital Cost from all 'Cost Plan General Construction'									£0.00	£0.00			Total correct
Total Capital Cost from 'Cost Plan Public Realm'									£0.00	£0.00			Total correct
<i>If you have capital costs but we have not asked you to complete a Capital Cost Plan, please enter these below:</i>													
Purchase of Vehicles			£30,000.00	£30,000.00	£30,000.00	£30,000.00	£30,000.00	£30,000.00	£30,000.00	£30,000.00			Total correct
Purchase of Buildings / Land / Lease									£0.00	£0.00			Total correct
External/environmental works and groundwork			£302,500.00	£302,500.00	£302,500.00	£302,500.00	£302,500.00	£302,500.00	£302,500.00	£302,500.00			Total correct
Fixtures, Fittings and Equipment									£0.00	£0.00			Total correct
Professional Fees			£68,351.95	£68,351.95	£68,351.95	£68,351.95	£68,351.95	£68,351.95	£68,351.95	£68,351.95			Total correct
Surveys			£43,000.00	£43,000.00	£43,000.00	£43,000.00	£43,000.00	£43,000.00	£43,000.00	£43,000.00			Total correct
Statutory Fees			£6,400.00	£6,400.00	£6,400.00	£6,400.00	£6,400.00	£6,400.00	£6,400.00	£6,400.00			Total correct
Other costs			£9,000.00	£9,000.00	£9,000.00	£9,000.00	£9,000.00	£9,000.00	£18,000.00	£18,000.00			Total correct
Non Recoverable VAT									£0.00	£0.00			Total correct
Inflation									£0.00	£0.00			Total correct
Construction Contract Contingency			£63,619.50	£63,619.50	£63,619.50	£63,619.50	£63,619.50	£63,619.50	£63,619.50	£63,619.50			Total correct
Additional Project Contingency									£24,175.98	£24,175.98			Total correct
Capital total	£0.00	£0.00	£522,871.45	£522,871.45	£522,871.45	£522,871.45	£522,871.45	£522,871.45	£556,047.43	£556,047.43	£0.00		Total correct
<b>Totals</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£586,371.45</b>	<b>£586,371.45</b>	<b>£586,371.45</b>	<b>£586,371.45</b>	<b>£586,371.45</b>	<b>£586,371.45</b>	<b>£679,047.43</b>	<b>£679,047.43</b>	<b>£0.00</b>		Total correct

	2018-19	2019-20	2020-21	Beyond March 2021	Total for grant
<b>Revenue plus overheads</b>	<b>£0.00</b>	<b>£63,500.00</b>	<b>£63,500.00</b>	<b>£0.00</b>	<b>£123,000.00</b>
Funding from CCF	£0.00	£63,500.00	£59,500.00		£123,000.00
From other funders	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Capital</b>	<b>£0.00</b>	<b>£522,871.45</b>	<b>£33,175.98</b>	<b>£0.00</b>	<b>£556,047.43</b>
Funding from CCF	£0.00	£522,871.45	£33,175.98		£556,047.43
From other funders	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total funding required</b>	<b>£0.00</b>	<b>£586,371.45</b>	<b>£92,675.98</b>	<b>£0.00</b>	<b>£679,047.43</b>
Funding from CCF	£0.00	£586,371.45	£92,675.98		£679,047.43
From other funders	£0.00	£0.00	£0.00	£0.00	£0.00

## REGENERATION AND DEVELOPMENT PANEL WORK PROGRAMME 2018/2019

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	INFORMATION, OBJECTIVES AND DESIRED OUTCOMES
<b>22<sup>nd</sup> May 2018</b>	Appointment of Vice Chairman	Operational		To appoint a Vice Chairman for the municipal year 2018/2019.
	Membership of Task Groups and Informal Working Groups	Operational		To appoint Members to the Task Group for 2018/2019
	King's Lynn Transport Study Update	Update	Alan Gomm	To receive an update
	Heritage Action Zone Update	Update	Ostap Paparega	To receive an update.
	EXEMPT - Commercial Rent Arrears Presentation	Information	Fiona Heubeck and Matthew Henry	Corporate Performance Monitoring identified this as one of the Indicators which was not on target. Officers to provide additional information to the Panel.
<b>26<sup>th</sup> June 2018</b>	Business Improvement District	Information	Representatives from the BID	To provide the Panel with information on what the BID levy is being used for in the town centre.
	NORA Enterprise Zone Update	Update	Jemma Curtis	Update on progress with the NORA Enterprise Zone.
	EXEMPT - Derelict Land and Buildings Group Update	Update	Jemma Curtis/Jason Richardson	To receive and update on the work of the Group.
	King's Lynn Transport Study	Workshop Session	Ian Parkes (NCC), Alan Gomm, Jemma Curtis	To look at options for model testing.
<b>31<sup>st</sup> July 2018. Please note earlier start time of 4pm.</b>	2017-2018 full year Corporate Performance Monitoring Report	Monitoring	Becky Box/ Ged Greaves	To monitor progress against agreed performance indicators for the year relevant to the Regeneration and Development Panel.
	EXEMPT - Riverfront/Nelson	Update	Ostap Paparega/	Members of the Panel will receive an

	Quay Update		Jemma Curtis and external consultants	update on progress and have the opportunity to analyse options for sites.
	EXEMPT - Heritage Action Zone – unlocking brownfield sites	Update/Policy Development	Ostap Paparega/ Jemma Curtis and external consultants	Members of the Panel will have the opportunity to suggest options for sites which will be passed on for consideration.
	EXEMPT - Guildhall/Corn Exchange	Update	Chris Bamfield	To receive a verbal update.
<b>11<sup>th</sup> September 2018</b>	<b>VENUE – HUNSTANTON. MEETING TO BE PRECEDED BY A TOUR OF THE HUNSTANTON SOUTHERN SEAFRONT MASTERPLAN AREA STARTING AT 4.30pm</b>			
	Hunstanton Southern Seafront Masterplan – Tour and Update	Update	Matthew Henry	To conduct a tour of the Masterplan area prior to the meeting and receive an update at the meeting.
<b>30<sup>th</sup> October 2018</b>	Custom and Self Build Policies	Policy Development	Duncan Hall.	Update on work of the Task Group.
	Q1 2018-2019 Corporate Performance Monitoring Report	Monitoring	Ged Greaves	To monitor progress against agreed performance indicators for the year relevant to the Regeneration and Development Panel.
	South East King's Lynn Strategic Growth Area / West Winch Relief Road	Cabinet Report	Alan Gomm, Nikki Patton	To consider the Cabinet report and make any appropriate recommendations to Cabinet.
	Corn Exchange Cinema	Policy Development	Chris Bamfield	To consider the report and make any appropriate recommendations to Cabinet.
<b>11<sup>th</sup> December 2018</b>	Railways	Update	Peter Jermany and Ray Harding	Update as requested by the Panel
	Tourism Update	Update	Philip Eke and	Update as requested by the Panel

			Ostap Paparega	
	Nelson Quay Public consultation feedback	Update	Jemma Curtis	Follow up from 31 <sup>st</sup> July.
<b>29<sup>th</sup> January 2019</b>	Q2 2018-2019 Corporate Performance Monitoring Report	Monitoring	Becky Box/ Ged Greaves	To monitor progress against agreed performance indicators for the year relevant to the Regeneration and Development Panel.
	Commercial Premises need in Hunstanton	Opposition item requested by Councillor Bird		To respond to a request from a Member of the Opposition.
	South East King's Lynn Strategic Growth Area / West Winch Relief Road	Update	Alan Gomm, Nikki Patton and Hannah Wood Handy	To receive an update
	Custom Build Action Plan	Cabinet Report	Alan Gomm, Nikki Patton, Hannah Wood Handy, Duncan Hall	To receive the report and make appropriate recommendations to Cabinet.
<b>12<sup>th</sup> March 2019</b>	Report of the River Informal Working Group	Policy Development	Jason Richardson	To receive the recommendations from the Informal Working Group
	Information from the Campaign Group involved in the King's Lynn to Hunstanton Railway	Information		As requested by the Panel.
	EXEMPT – Guildhall Update	Update	Chris Bamfield	To receive an update.
<b>9<sup>th</sup> April 2019</b>	Norfolk Greenways Project	Update	Matthew Hayward – Norfolk County Council	To receive information on the feasibility of converting some of Norfolk's disused railways into walking and cycling routes.
	Q3 2018-2019 Corporate Performance Monitoring	Monitoring	Becky Box/ Ged Greaves	To monitor progress against agreed performance indicators for the year



	Report			relevant to the Regeneration and Development Panel.
	Report of the Heritage Action Zone Informal Working Group	Policy Development	Ostap Paparega	To receive the recommendations from the Informal Working Group.
	Business Premises Needs Assessment	Update	Matthew Henry	Following on from the Commercial Premises need in Hunstanton item which came to Panel in January. The Panel have asked for an overview of the Assessment which was commissioned by the Borough Council.
	Hunstanton Southern Seafront Masterplan Update	Policy Development	Chris Bamfield	To receive an update

**FORWARD DECISIONS LIST**

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
26 March 2019	Review of operation of Planning Sifting Panel	Non	Cabinet	Development Exec Dir – G Hall		Public
	Risk Management Policy and Strategy Review	Non	Council	Leader Exec Dir Central and Community Services		Public
	Record Retention & Disposal Policy Review	Non	Council	Leader Exec Dir Central and Community Services		Public
42	Notice of Motion 1/19 from Councillor C Joyce	Non	Council	Leader Chief Executive		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Pay Award 2019/20	Non	Cabinet	Leader Exec Dir Central and Community Services		Public
	Treasury Strategy 2019/2020	Yes	Council	Leader Exec Dir Financial Services		Public

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
18 June 2019						
	Strategic Property Acquisition	Key	Cabinet	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information

						relating to the business affairs of any person (including the authority)
	Difficult to Deliver Site – Hunstanton – Housing With Care	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
43	Nar Ouse Enterprise Zone Implementation & Delivery	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Appointments to Outside Bodies	Non	Cabinet	Leader Chief Executive		Public
	Appointments to Joint Safety & Welfare Cttee, Joint Employee Committee and Task Groups	Non	Cabinet	Leader Chief Executive		Public
	Proposed Enforced Sales case & future procedures	Non	Cabinet	Development Exec Dir – G Hall		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

	Nelson Quay King's Lynn - Planning and Delivery	Key	Cabinet	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Development Options - Hunstanton	Key	Council	Performance and Economic Development Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Hunstanton Coastal Management Plan	Key	Cabinet	Environment Exec Dir – G Hall		Open
44	Cinema Development Tender arrangements	Key	Cabinet	Culture, Heritage & Health Exec Dir – C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Major Housing Phase 3 – Enabling Work for Lynnsport 1	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

	Major Housing Project 2	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Management Re-Structure	Non	Cabinet	Leader Chief Executive		Private - Contains exempt Information under para 1 – information relating to the business affairs of any person (including the authority)

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<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
6 August 2019						
	Strategic Property Acquisition	Key	Cabinet	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
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24 September 2019						
	Cinema Development Tender Results	Key	Cabinet	Culture, Heritage & Health Exec Dir – C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)