

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**CIL GOVERNANCE TASK GROUP**

**Minutes from the Meeting of the CIL Governance Task Group held on
Wednesday, 3rd June, 2020 at 1.00 pm in the Zoom and You Tube**

PRESENT: Councillors T Parish (Chair), F Bone, A Bubb, J Kirk and D Whitby.

OFFICERS:

Alan Gomm – LDF Manager

Amanda Driver – CIL Officer

Michelle Drewery – Assistant Director - Resources

1 WELCOME AND INTRODUCTIONS

The Chair informed the Panel that the meeting was being broadcast live on You Tube. The recording of the meeting is available at [WestNorfolkBC on You Tube](#).

The Democratic Services Officer conducted a roll call to confirm attendees.

2 APOLOGIES FOR ABSENCE

None.

3 MEMBERS PRESENT UNDER STANDING ORDER 34

None.

4 NOTES FROM THE PREVIOUS MEETING

The notes from the previous meeting were agreed as a correct record.

5 ADMINISTRATION AND ACCOUNTING PROCESSES.

Amanda Driver outlined the proposed amendments to the CIL Governance and Spending Document and these were considered by the Task Group.

Alan Gomm gave a presentation to the Task Group, as attached.

The following comments were made by the Task Group and officers would amend the document as required prior to its presentation to the Regeneration and Development Panel on 17th June 2020:

- Members should be able to attend the CIL spending Panel to speak on applications.
- Ward Members should be notified if an application was being considered within their Ward.
- All applications should be considered on their merit and against the application criteria.
- The relevant Portfolio Holders should be kept up to date on the application and assessment process.
- The final sign off would be carried out by officers via delegated authority, but Members would have considered the applications beforehand.
- Processes would be reviewed so changes could be implemented if required.

AGREED: The CIL Governance and Spending document to be amended as per the suggestions of the Task Group and then presented to the Regeneration and Development Panel on 17th June 2020.

6 **REPORT TO REGENERATION AND DEVELOPMENT PANEL MEETING ON 17TH JUNE 2020**

The arrangements for the Regeneration and Development Panel on 17th June 2020 were agreed as follows:

- Alan Gomm to repeat the presentation which the Task Group received.
- The Panel to receive an outline of the administration processes.
- The draft Cabinet report would be presented to the Regeneration and Development Panel.

7 **ANY OTHER BUSINESS**

- Councillor Bubb requested that clarification on what CIL could be spent on, in relation to maintenance, should be included in the document. Amanda Driver agreed to add this in.
- Councillor Bone referred to comments made at the previous Regeneration and Development Panel and asked if any outstanding responses could be covered in the update as appropriate.

8 **DATE OF THE NEXT MEETING**

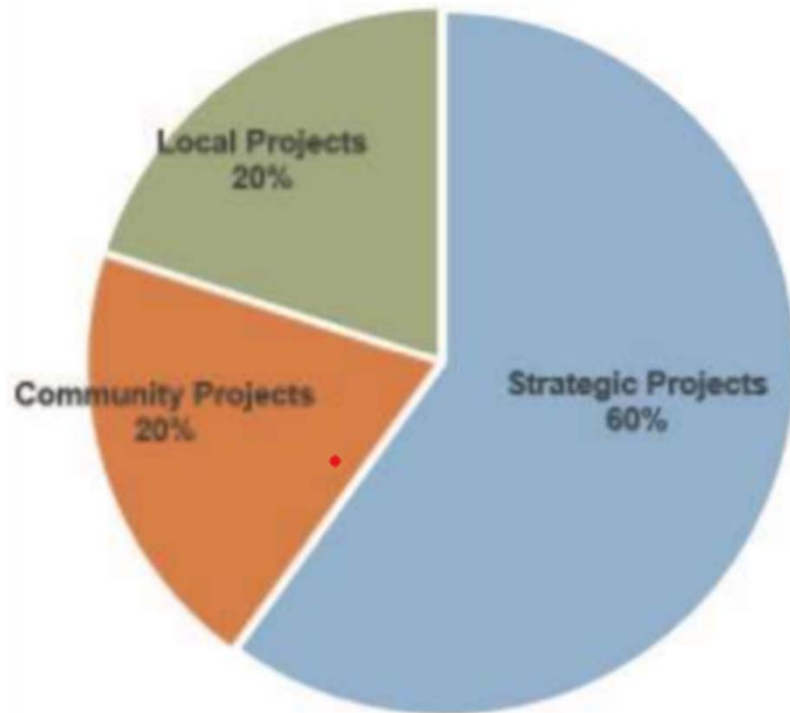
To be scheduled if necessary after the report had been considered by the Regeneration and Development Panel.

The meeting closed at 1.45 pm

CIL Governance and Spending

Introduction to the main elements

Alan Gomm / Amanda Driver
28 May 2020



Spending on types
of projects:
Strategic – 60%
Local level – 40%

6.0.4 The current list of **Strategic Projects** eligible for funding are:

- Education - related to 18+ employment - college based education
- Transport - linked to the Lynn Transport Plan
- Environment - green areas linked to the Council's Climate Change Policy

7.0.6 The current list of **Community Projects** eligible for funding are:

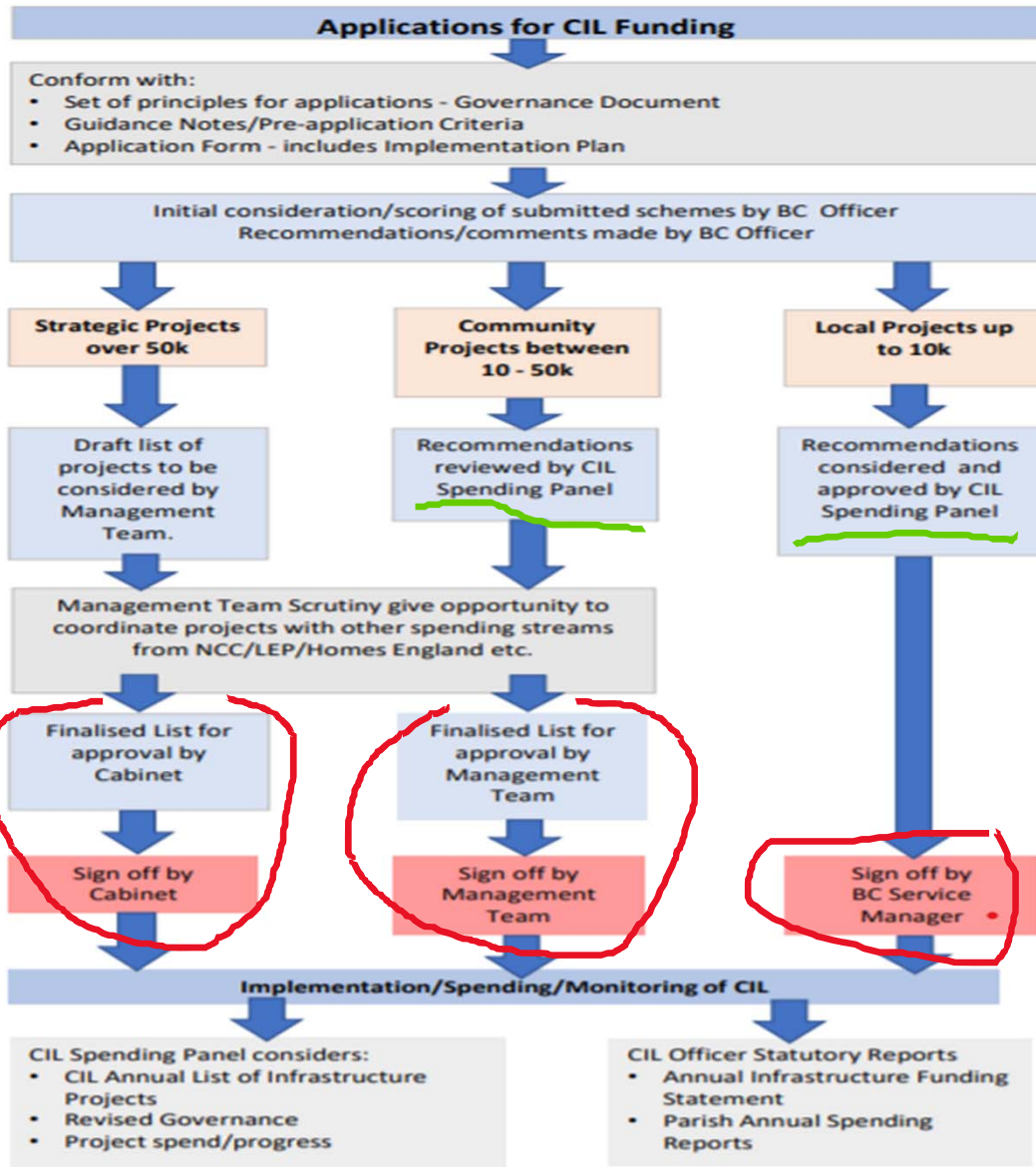
- Education -- Local Initiatives
- Health
- Economic Development

8.0.6 The current list of **Local Projects** eligible for funding are:

- Community Facilities
- Green Infrastructure
- Open Space and Leisure
- Community Transport

Spending
on what?

7



Agreeing the spending / accountability