

**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, 10th March, 2020 at 6.00 pm in the Council Chamber - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor J Collingham (Chair), L Bambridge, F Bone, M de Whalley, B Jones, J Lowe, C Morley, T Parish, S Patel, V Spikings and D Whitby.

**MEMBERS PRESENT UNDER STANDING ORDER 34:** Councillors M Howland, A Ryves, J Moriarty and A Tyler.

**PORTFOLIO HOLDERS:**

Councillor R Blunt – Portfolio Holder for Development

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

**OFFICERS:**

Amanda Driver – CIL Monitoring and Compliance Officer

Duncan Hall – Assistant Director, Regeneration, Housing and Place.

**RD83: APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Manning.

**RD84: MINUTES**

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

**RD85: DECLARATIONS OF INTEREST**

There was none.

**RD86: URGENT BUSINESS**

There was none.

**RD87: MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Howland – all items.

Councillor Moriarty – RD90.

Councillor Ryves – all items.

Councillor A Tyler – RD90.

RD88: **CHAIR'S CORRESPONDENCE**

There was none.

RD89: **EXCLUSION OF PRESS AND PUBLIC**

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

RD90: **EXEMPT - GUILDHALL UPDATE**

The Assistant Director provided the Panel with an update on the Guildhall explaining that the Guildhall project would be included in the Future High Streets bid and the Panel would receive an update on Future High Streets at their next meeting on 15<sup>th</sup> April 2020. Officers were also working on an Expression of Interest to be submitted to the Heritage Lottery Fund.

The Assistant Director and Portfolio Holder for Culture, Heritage and Health responded to questions from the Panel.

**RESOLVED:** The update was noted and the Panel would be kept up to date on progress as appropriate.

RETURN TO OPEN SESSION

RD91: **REPORT OF THE CIL GOVERNANCE TASK GROUP**

The CIL Officer provided Members with information on what CIL was and what it could be used for. A copy of her presentation is attached.

The Regeneration and Development Panel had previously set up a Task Group to develop governance arrangements for CIL and the Chair of the Task Group, Councillor Parish, presented the findings of the Task Group and the draft governance and spending arrangements that they had developed.

Councillor Parish outlined the work carried out by the Task Group and explained that the Task Group were still to conclude their work because they still needed to look at administration and accounting processes, but these processes would be dependent on if the Panel approved their work so far.

Councillor Parish highlighted the following:

- The terms of reference of the Task Group.

- The governance model suggested by the Task Group.
- The importance of match funding.
- The split between strategic, community and local projects and the criteria that they would have to meet.
- An online application process would be developed.
- The flow chart which showed the framework, processes and sign off process.
- This was a new process, so the Task Group proposed that this would be reviewed after a year and a Task Group be established to monitor and review processes and funding applications as appropriate.

The Chair thanked the CIL Officer and Councillor Parish for their presentation and invited questions and comments from the Panel, as summarised below.

Councillor Morley asked for clarification on the application process and the CIL Officer explained that there would likely be an opening and closing date in which applications would be invited, this could happen on a six monthly basis. After the closing date for applications they would be considered against the criteria and follow the processes as shown in the flow chart on page 37 of the Agenda. She also explained that the application forms had been drafted to reflect the amount of money which could be applied for so that they were not over burdensome.

The CIL Officer clarified that the arrangements that were being proposed had no impact on the CIL Parish Fund, which was the portion of CIL which went directly to Parish Councils twice yearly and referred to the pie chart which was included in the report.

Councillor Spikings felt that a review of processes should take place within six months, rather than the year which had been suggested by the Task Group. This would ensure that any issues were picked up early and could be rectified.

The Portfolio Holder for Development, Councillor Blunt reminded the Panel that Cabinet had asked the Regeneration and Development Panel to develop the Governance arrangements for CIL and thanked the Task Group for their work. He suggested that the Task Group invited Members of the Cabinet to a future meeting to brief them on their work to date. In response to questions from the Portfolio Holder for Development, it was explained that the suggestions put forward by the Task Group was that projects would normally require match funding, however this was something that could be reviewed if required.

The amounts that could be applied for were also discussed and it was acknowledged that although the Community and Local pot was small, it could still assist with contributing towards a larger project to benefit the

community. It was clarified that unparished areas could also apply for funding.

Councillor Ryves addressed the Panel under Standing Order 34 and referred to bus services. The Panel was also reminded that CIL funding could not be used to pay wages, or for state aid.

The Panel considered the proposed scoring criteria and methodology suggested by the Task Group.

**RESOLVED:**

1. That the draft CIL Governance and Spending document attached to the report was accepted by the Regeneration and Development Panel and a recommendation is put forward to Cabinet that this process be adopted.
2. That the governance and spending processes be reviewed within six months of implementation and the outcome of the review to be presented to the Regeneration and Development Panel as appropriate.
3. The Panel noted that the CIL Governance Task Group have not yet concluded their work and will present a further report to the Regeneration and Development Panel on administration and accounting processes.

**RD92: WORK PROGRAMME FOR 2020/2021**

The Chair invited Members of the Panel to put forward suggestions for the Work Programme for the new Municipal Year. The following suggestions were put forward by the Panel:

- A briefing on Trees, including the importance of retaining and protecting trees, an overview of the Tree Protection Order process and policies relating to trees in the Local Plan.
- De-silting of rivers and the effect this had. Reference was made to Welney Wash.
- Business opportunities in rural areas, for example building small industrial units and encouraging growth in rural areas.
- Holding meetings in different venues around the Borough including Downham Market, Heacham and Welney.
- Events in the Borough.
- Looking at regeneration in a holistic way.

The suggestions above would be considered by the Chair and Vice Chair of the Panel and scheduled into the Work Programme as appropriate.

**RD93: WORK PROGRAMME AND FORWARD DECISION LIST**

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

RD94: **DATE OF THE NEXT MEETING**

The next meeting of the Regeneration and Development Panel would be held on Wednesday 15<sup>th</sup> April 2020 at 6.00pm in the Council Chamber, Town Hall, King's Lynn.

**The meeting closed at 7.33 pm**