

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

OFFICER MAJOR PROJECTS BOARD

**Minutes of the Meeting of the above held on Wednesday, 13th July, 2022
at 9.30 am in the Remote Meeting Room, Microsoft Teams**

PRESENT:

Jemma Curtis	-	Regeneration Programmes Manager
Michelle Drewery	-	Assistant Director
James Grant	-	Principal Project Manager
Duncan Hall	-	Assistant Director
Geoff Hall	-	Executive Director
Matthew Head	-	Internal Auditor
Matthew Henry (Chair)	-	Assistant Director

		<u>ACTION</u>
1	<p><u>APOLOGIES</u></p> <p>Apologies for absence were received from A Baker, V Dunmall, L Gore, G Greaves, D Ousby and C Upton.</p>	
2	<p><u>MINUTES FROM THE PREVIOUS MEETING</u></p> <p>The minutes of the meeting held on 15 June 2022 were agreed as a correct record.</p> <p><u>Matters Arising</u></p> <ul style="list-style-type: none">• Refit – next stage Post Project Evaluation.• KLIC Follow Up Report – 3 actions to complete: Terms of Reference for OMPB and MMPB, establish Project Delivery Group. M Henry to action.	
3	<p><u>ONE PUBLIC ESTATE FUNDING</u></p> <p>J Grant provided an overview of the One Public Estate Brownfield Land Release Funding workshop on 4 July 2022. The key elements are set out below:</p> <ul style="list-style-type: none">• All information remains under Embargo, likely to be released to the public later this week.• Applications must be submitted by 23:59pm 19 Aug 2022.	

- There are no limits on the amount of applications that can be made.
- Application must be made for land already owned by the Borough Council, to be utilised for house building.
- The total fund totals £180m, with £40m to be released 2022-2023,
- Further 3 years of funding rounds, we could therefore prepare for future rounds,
- Applications must be made via our OPE Partner.
- The fund will cover capital costs that release the land for development, i.e., site levelling, demolition, access, etc.
- The fund has been tweaked from former funds to better assist areas with lower land values that have struggled to achieve the necessary BCR.
- BCR targets have been lowered from 1.5 to 1.
- Work must be contracted by end of March 2023, and the land must be released for development by March 2026.
- Applications must demonstrate a housing need.
- A red book valuation may be needed to support viability appraisal.
- The fund will not cover any cost overrun. Inflation must therefore be taken into account.
- Title information must be provided as part of the application.
- Part of the determination will be made on an areas "Place Based Matrix" 50%. A score than has been given to each local authority area. Areas with lower land values score higher in this area.
- As long as the land is released then it can be developed by any party, i.e., directly or sold.
- Release means:
 - Unconditional contract, or
 - Transfer to development vehicle, or
 - Footings, or
 - (custom and self-build) exchange on first plot.
- Planning consent it not technically necessary for release, but the release model will likely be contingent on this.
- Can be used in conjunction with other funding. Check with both funders. Other funding must not be for land release.
- Can be used for building refurb is there are abnormal costs and a viability gap.
- Cannot be used to cover planning fees.
- Development of land should be promoted by current local plan.
- There is not max award. In the past the average award has been for sites of 50 – 60 units, and around £10k per plot.
- Whilst there is no direct correlation between the finding ask and the amount of units, due to the nature of the competitive processes sites with a lower ask per plot will likely score better.

	<ul style="list-style-type: none"> • Council, national, and international procurement rules must be followed. • The detention of Brownfield land will be in accordance with the NPPF definition. • Long leasehold releases will be considered. • A number of the other attendees seem concerned about the application timeframes and are concerned they may not be able to submit in this period. There may therefore be little competition if the Council made a strong application. <p>The Board discussed sites that meet the criteria.</p> <p>The following potential sites were identified:</p> <ul style="list-style-type: none"> • Southgates - (brownfield could support site clearance). J Curtis advised that there was enough information to support an application but resource was required to co-ordinate and submit the application. • Hardings Way – (could include mixed used development). <p>AGREED: J Curtis to contact M Evans on behalf of the Borough Council to find out if he has capacity to undertake the work on Southgates for the Council to submit a bid by the deadline of 19 August 2022.</p>	JC
4	<p><u>TOWNS FUND UPDATE - J CURTIS, D HALL</u></p> <p>J Curtis, D Hall provided a verbal update, a summary of the key points are set out below:</p> <ul style="list-style-type: none"> • Waiting outcome of approval from Government on re-prioritisation of projects. • Guildhall Project – submission document to be signed off by the Town Deal Board 15 July 2022. • Final 3 business cases remaining – Active and Clean Connectivity, Multi-User Hub (NCC leading project, to be presented to Town Deal Board 15 July 2022, NCC be invited to attend Town Deal Board 15 July 2022), Riverfront (positive meeting held with Historic England 12 July 2022, information to be forwarded to commence business case modelling). 	
5	<p><u>UPDATE ON ALL MAJOR HOUSING PROJECT SCHEMES - J GRANT</u></p> <p>J Grant provided a verbal update as set out below:</p>	

	<p><u>NORA 5</u></p> <ul style="list-style-type: none"> • Contract discussions ongoing with H21 and Lovells to determine if the scheme is viable. • PID to be presented to future OMPB. <p><u>Waveney Road, Hunstanton</u></p> <ul style="list-style-type: none"> • Pre-application submitted. <p><u>Bus Station, Hunstanton</u></p> <ul style="list-style-type: none"> • No significant progress since the previous meeting. • Ongoing discussions regarding transport/travel. <p><u>Nora 4</u></p> <ul style="list-style-type: none"> • Works progressing on site – no significant update. <p><u>Southend Road, Hunstanton</u></p> <ul style="list-style-type: none"> • Works progressing on site – no significant update. <p><u>Salters Road</u></p> <ul style="list-style-type: none"> • Outstanding legal issues working towards resolution. <p><u>Parkway</u></p> <ul style="list-style-type: none"> • Post planning appraisal completed. <p><u>Lynnsport 1</u></p> <ul style="list-style-type: none"> • Post planning appraisal completed. <p>AGREED: A summary of the Borough Council’s contracts with Lovells be presented to the next OMPB.</p>	
6	<p><u>RESOURCE REQUIRED FOR PROJECT DELIVERY</u></p> <p>This item was deferred to the next meeting.</p>	
7	<p><u>WEST WINCH RISK REGISTER - N PATTON</u></p> <p>N Patton drew the Board’s attention to the following risks:</p>	

	<p><u>Risk Improved</u></p> <ul style="list-style-type: none"> • 2a Planning application for the road – reasons were outlined as to why the risk had slightly improved. • 9b Costs – Costs - Housing Delivery • 14 Reduction in total delivery – small improvement in the risk following the Department of Transport announcement. <p><u>General Points</u></p> <p>It was explained that it had been agreed to keep 2a Planning application for the road and 3 Funding as separate entries as critical dependencies had been identified.</p> <p>J Grant advised that the potential largest increase would be relating to utilities (13% increase). N Patton to feed into West Winch Project Board Meeting 14 July 2022 as an emerging issue.</p>	
8	<p><u>WORK PROGRAMME 2022</u></p> <p>The following items were identified.</p> <p><u>19 August 2022</u></p> <p>Resource required for Project Delivery (Deferred from 13 July) Levelling up Fund (resource/team) – D Hall (to be clarified at Project Group Meeting) Street Lamps Refit Programme – M Henry to liaise with S Ashworth/R Wiseman Refit 2 – Post Project Evaluation Summary of Contract with Lovells – J Grant Feedback/actions from MMPB on RAG</p>	
9	<p><u>DATE OF NEXT MEETING</u></p> <p>19 August 2022, 2 pm, Microsoft Teams.</p>	

The meeting closed at 11.22 am